THEA 1160 - Production Run Crew I
THEA 1170 - Production Run Crew II
University of Utah | Department of Theatre
Fall Semester 2019 | 1 Credit Hour

INTRO MEETING: Thursday, August 22 | 5:15PM-6:30PM | PMT Babcock
Additional class times as determined by class section and crew assignment.
Instructors: Amber Bielinski, B73 209 | Halee Rasmussen, PMT 110
Email: amber.bielinski@utah.edu | halee.rasmussen@utah.edu
Office hours by appointment only.
(Please allow at least 48 hours for us to respond to your email before sending another.)

ENROLLMENT REQUIREMENT
Prerequisites: Full Major or Minor status in Theatre. THEA 1160 must be taken as a pre- or co-
requisite to THEA 1170.

COURSE DESCRIPTION
1160 (All Sections) Production Run Crew I (1 credit) Theatre Core Requirement. For Theatre
Majors and Minors. Provides students with hands-on practical backstage experience of the complex
workings of a University theatre production. Requires evening and weekend production work on
one production within the semester to be assigned by the instructor.

1170 (All Sections) Production Run Crew II (1 credit) Theatre Core Requirement. For Theatre
Majors and Minors. Provides students with hands-on practical backstage experience of the complex
workings of a University theatre production. Requires evening and weekend production work on
one production within the semester to be assigned by the instructor.

LEARNING OUTCOMES
Upon completion of the course the student will have acquired some of the theoretical and practical
skills needed to successfully crew a theatrical production at the University of Utah. Crew
assignments involve work on Props, Costumes, Wigs, Sound, Lights, Deck, and Front of House.

COURSE REQUIREMENTS
This class involves practical application as a crewmember on a Department of Theatre mainstage
production. We will only have one full class meeting time as a group: see the class schedule for the
date and time of that informational meeting. On your own, you will need to watch an online safety
video and complete a quiz. You will not be able to crew a production without taking and
passing the online quiz prior to the third day you are called to crew. Missing this requirement
will result in a failing grade in the class.

The remainder of the course will involve working evenings and weekends on all dates for your
specific production assignment. Required dates are specified on the next page.

There are no texts required for this course. All required reading can be found on Canvas.
COURSE EVALUATION
You are not expected to already have master-level skills in your crew area. This is an opportunity for you to learn the basics of backstage work. The stage manager, production manager, and the director of the production will evaluate your performance on a letter grading scale. You will be evaluated on promptness, attendance and attitude/effort. You will also have a chance to fill out your own self-evaluation, which will be taken into account during grading.

A = Excellent Work
B = Above Average Work
C = Average Work
D = Below Average Work
E = Insufficient or Poor Work
EU = Unofficial Withdrawal

Scenarios that would result in automatic course failure:
- Not completing the OSHA Safety Quiz prior to your 3rd day of crewing a show
- Missing any rehearsal or performance for any reason except a serious medical issue

PRODUCTIONS AVAILABLE THIS SEMESTER BY CLASS SECTION

**THEA 1160/1170-001 – Dracula**
Book & Lyrics by Don Black & Christopher Hampton
Music by Frank Wildhorn
Directed by Denny Berry
Misc. Session Dates: 09/03/2019 - 09/22/2019
Location: Marriott Center for Dance

**THEA 1160/1170-002 – Macbeth**
By William Shakespeare
Directed by Wendy Franz
Location: Studio 115

**THEA 1160/1170-003 – The Odyssey**
Based on Robert Fitzgerald's translation of The Odyssey by Homer
By Mary Zimmerman
Directed by Alexandra Harbold
Location: Babcock Theatre

ALL DATES AND TIMES ARE SUBJECT TO CHANGE. See next page for more information.
Times listed under this section are the “GO” time for the show. The stage manager for your particular production will give you the crew call time, which specifies when you need to report to your assigned crew duty.

All shows rehearse and/or perform on Saturdays and Sundays, so please keep these days open. All students taking this course must stay for strike on closing night until they are released by a staff/faculty member or a stage manager. Because of the limited number of shows and high number of students I cannot guarantee a particular crew assignment to a student, but we will do our best to place you in the best opportunity available for your learning and growth.

TENTATIVE CREW SCHEDULES*

1160/1170-001 – DRACULA**
Sept 3: 5pm-11pm
Sept 4: 5pm-11pm
Sept 5: 5pm-11pm
Sept 6: 5pm-11pm
Sept 7: 9am-11pm (meal break)
Sept 9: 5pm-11pm
Sept 10: 5pm-11pm
Sept 11: 5pm-11pm
Sept 12: 5pm-11pm
Sept 13: 5pm-11pm (Opening Night!)
Sept 14: 12pm-11pm (break between shows)
Sept 15: 12pm-11pm (break between shows)

1160/1170-002 – MACBETH
Sept 17: 5pm-10:30pm
Sept 18: 5pm-10:30pm
Sept 19: 5pm-11pm
Sept 20: 5pm-11pm
Sept 21: 9am-10pm (meal break)
Sept 23: 5pm-11pm
Sept 24: 5pm-11pm
Sept 25: 5pm-11pm
Sept 26: 5pm-11pm
Sept 27: 5pm-11pm (Opening Night!)
Sept 28: OFF

1160/1170-003 – THE ODYSSEY
Oct 29: 5pm-10:30pm
Oct 30: 5pm-10:30pm
Oct 31: 5pm-11pm
Nov 1: 5pm-11pm
Nov 2: 9am-10pm (meal break)
Nov 4: 5pm-11pm
Nov 5: 5pm-11pm
Nov 6: 5pm-11pm
Nov 7: 5pm-11pm
Nov 8: 5pm-11pm (Opening Night!)
Nov 9: 12pm-11pm (break between shows)
Nov 10: 12pm-11pm (break between shows)
Nov 13: 5pm-11pm
Nov 14: 5pm-11pm
Nov 15: 5pm-11pm
Nov 17: 12pm-11pm (break between shows)

*Please note that post play discussions may impact release times on select dates (not listed).
**Please note that the musical is often a LONGER time commitment than the plays.
ATTENDANCE
You are expected to be at every class, rehearsal, crew call and performance on time. Theatre is a collaborative and active art; missing class means missing information that you will not be able to make up elsewhere. Inclement weather is not an excused absence unless classes, rehearsals, and performances have been officially canceled by the University. If you miss any rehearsal or performance for any reason except a serious medical issue, you will fail the class.

PUNCTUALITY
If you are not present for the entire class, rehearsal, or performance, you cannot fully contribute. Beginning at the published start time you will be considered absent. If you arrive late, assume you have been marked absent. It is your responsibility to approach your stage manager and/or crew chief immediately upon arrival to discuss the situation and be marked as present. Telling someone the next class or meeting time is not acceptable. You will be required to sign in at each crew call no later than one minute before the start time of that particular call. Unexcused late arrivals will result in a reduction of your grade.

PREFERRED METHOD OF CONTACT
For questions about the course, Canvas assignments, or grading, please contact the professors in person, via email, or via the Canvas Inbox. For questions about show schedules, duties, or to report lateness or absence, please contact the stage management team of your assigned production directly.

TECHNOLOGY IN THE CLASSROOM
If you are caught using your laptop or tablet for something other than class-related activities, you will lose this privilege for the remainder of the semester. Use of cell phones is not permitted at any time and must remain on silent and out of sight. There are no cellphones, laptops, or tablets permitted backstage or onstage without advance permission from the instructor or your direct stage management supervisor. Please be respectful of other students’ time and commitment to their studies by not breaching this policy. If your phone does accidentally go off, I expect you to turn it off immediately, and not to answer the call.

LEARNING METHODS
My goal is to create a learning environment in which you can be incredibly successful. I will work hard to create and improve the learning environment throughout the semester based on my own observations of the course and your feedback on what would help you learn more. Please advocate for yourself in and out of the classroom. I encourage you to take advantage of the academic support services available to you at the university.

THE AMERICANS WITH DISABILITIES ACT
The University of Utah seeks to provide equal access to its programs, services, and activities for people with disabilities. If you will need accommodations in this class, reasonable prior notice needs to be given to the Center for Disability Services, 162 Olpin Union Building, 801-581-5020. CDS will work with you and the instructor to make arrangements for accommodations. All written information in this course can be made available in an alternative format with prior notification to the Center for Disability Services.
ADDRESSING SEXUAL MISCONDUCT
Title IX makes it clear that violence and harassment based on sex and gender (which includes sexual orientation and gender identity/expression) is a civil rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, color, religion, age, status as a person with a disability, veteran's status or genetic information. If you or someone you know has been harassed or assaulted, you are encouraged to report it to the Title IX Coordinator in the Office of Equal Opportunity and Affirmative Action, 135 Park Building, 801-581-8365, or the Office of the Dean of Students, 270 Union Building, 801-581-7066. For support and confidential consultation, contact the Center for Student Wellness, 426 SSB, 801-581-7776. To report to the police, contact the Department of Public Safety, 801-585-2677 (COPS).

CAMPUS SAFETY
The University of Utah values the safety of all campus community members. To report suspicious activity, call campus police at 801-585-COPS (801-585-2677). You will receive important emergency alerts and safety messages regarding campus safety via text message. For more information regarding safety and to view available training resources, including helpful videos, visit safeu.utah.edu.

UNDOCUMENTED STUDENT SUPPORT STATEMENT
Undocumented Student Support. Immigration is a complex phenomenon with broad impact—those who are directly affected by it, as well as those who are indirectly affected by their relationships with family members, friends, and loved ones. If your immigration status presents obstacles to engaging in specific activities or fulfilling specific course criteria, confidential arrangements may be requested from the Dream Center. Arrangements with the Dream Center will not jeopardize your student status, your financial aid, or any other part of your residence. The Dream Center offers a wide range of resources to support undocumented students (with and without DACA) as well as students from mixed-status families. To learn more, please contact the Dream Center at 801.213.3697 or visit dream.utah.edu.

STUDENT NAMES & PERSONAL PRONOUNS
Class rosters are provided to the instructor with the student’s legal name as well as “Preferred first name” (if previously entered by you in the Student Profile section of your CIS account). While CIS refers to this as merely a preference, I will honor you by referring to you with the name and pronoun that feels best for you in class, on papers, exams, group projects, etc. Please advise me of any name or pronoun changes (and update CIS) so I can help create a learning environment in which you, your name, and your pronoun will be respected. If you need assistance getting your preferred name on your UIDcard, please visit the LGBT Resource Center Room 409 in the Olpin Union Building, or email bpeacock@sa.utah.edu to schedule a time to drop by. The LGBT Resource Center hours are M-F 8am-5pm, and 8am-6pm on Tuesdays.

WELLNESS STATEMENT
Personal concerns such as stress, anxiety, relationship difficulties, depression, cross-cultural differences, etc., can interfere with a student’s ability to succeed and thrive at the University of Utah. For helpful resources contact the Center for Student Wellness at www.wellness.utah.edu or 801-581-7776.

Syllabus is Subject to Change
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**VETERAN’S CENTER**
If you are a student veteran, the U of Utah has a Veterans Support Center located in Room 161 in the Olpin Union Building. Hours: M-F 8-5pm. Please visit their website for more information about what support they offer, a list of ongoing events and links to outside resources: http://veteranscenter.utah.edu/. Please also let me know if you need any additional support in this class for any reason.

**ENGLISH AS AN ADDITIONAL/SECOND LANGUAGE**
If you are an English language learner, please be aware of several resources on campus that will support you with your language and writing development. These resources include: the Writing Center (http://writingcenter.utah.edu/); the Writing Program (http://writing-program.utah.edu/); the English Language Institute (http://continue.utah.edu/eli/). Please let me know if there is any additional support you would like to discuss for this class.

**OTHER IMPORTANT RESOURCES**
- **Academic Code of Conduct**
  http://regulations.utah.edu/academics/6-400.php
- **Faculty and Student Responsibilities**
  http://regulations.utah.edu/academics/6-316.php
- **University Accommodation Policy**
  http://regulations.utah.edu/academics/6-100.php
- **LGBT Resource Center**
  https://lgbt.utah.edu/

**THIS SYLLABUS IS SUBJECT TO CHANGE**
This syllabus is meant to serve as an outline and guide for our course. Please note that I may modify it with reasonable notice to you. I may also modify the Course Schedule and grading structure to accommodate the needs of our class. Any changes will be announced in class and posted on Canvas under Announcements.

To access Canvas, visit http://utah.instructure.com or download the Canvas Student app on your mobile device.