



## Master Course Syllabus

For additional course information, including prerequisites, corequisites, and course fees, please refer to the Catalog: <https://catalog.uvu.edu/>

---

**Semester:** Spring

**Year:** 2025

**Course Prefix:** THEA

**Course and Section #:** 257R 001

**Course Title:** Assistant Practical Design

**Credits:** 1

---

### ***Course Description***

Involves work on approved projects requiring sophisticated skills in scenic, lighting, costume, makeup, sound, projections, technical direction, and dramaturgy. I may include designs for UVU productions. Requires approval by appropriate theatre faculty. May be repeated for a maximum of three credits toward graduation. The senior project also requires approval.

---

### ***Course Attributes***

This course has the following attributes:

- General Education Requirements
- Global/Intercultural Graduation Requirements
- Writing Enriched Graduation Requirements
- Discipline Core Requirements in Program
- Elective Core Requirements in Program
- Open Elective

Other: *Click here to enter text.*

---

### ***Instructor Information***

**Instructor Name:** La Beene, Richard Lorig, Graham Whipple, Shannon Hutchins, Crysta Lamb

---

### ***Student Learning Outcomes***

- 1 Demonstrate the processes involved in creating a design from conception to performance
  - 2 Utilize design vocabulary, paperwork, and industry processes
  - 3 Communicate with directors, other designers and shops to produce desired designs
  - 4 Apply design principles within a specific design area (i.e. costume, scenic, lighting, etc)
  - 5 Discuss textual and character analysis of an assigned script
  - 6 Practice the practical application of design and technology courses within an actualized production in a controlled, safe environment
- 

### ***Course Materials and Texts***

None

---

### ***Course Requirements***

**Course Assignments, Assessments, and Grading Policy**

## Assignments

Each Assistant Assignment will look a little different, and you will need to work closely with your design mentor and the designer you are working with (it may be the same person).

## Exams

There is no exam for this class.

## Extra Credit

There is no extra credit for this class.

## Play Attendance

Students must attend all main-stage departmental productions. Please see the assignments for more information. \*The TYE Center Touring shows are not required; however, you may use them for extra credit.

## Attendance Policy

Students MUST attend all design and production meetings for your specific production. These are available on an Outlook calendar. If you cannot access this calendar, please contact your Stage Manager. Please remember that this is a live calendar and is subject to change as the semester progresses.

Attendance is taken at all meetings. Missing ANY design presentation without being excused by a mentor or more than two production meetings during any given production cycle could result in a failing grade. Students must also be on time. Repeated tardies for any given production will result in a lower grade.

All student designers must also be present for any technical or dress rehearsal or other scheduled specific "techs" assigned to them (i.e., Makeup training, costume parade, paper tech, fittings, etc.).

Missing tech or dress rehearsals will result in a failed grade.

Student designers are also expected to check in with shops daily once their design is in production.

Students should provide each shop or area with a specific schedule of when they plan to be in or check in with the shop.

The UVU Students Rights and Responsibilities Code, Policy 541, Section IV-D-3 states: "Faculty members have the right to establish classroom standards of behavior and attendance requirements. Students will be expected to meet these requirements and make contact with faculty members when unable to do so." Regular and prompt attendance will be expected and encouraged. Tests and examinations will include information from class activities that may not be specific to the text. UVU Department of Theatrical Arts for Stage and Screen has established the following class attendance policy. Five (5) absences will automatically equal a failing grade in the class. The Department policy on late arrival to class is that three (3) "tardies" will equal one (1) absence. The instructor will determine what constitutes a "tardy."

\*Please also note that you may only attend another section if specifically approved by the instructor.

If you miss class for ANY reason, please talk to us.

---

## Required or Recommended Reading Assignments

None

---

## General Description of the Subject Matter of Each Lecture or Discussion

<b>Week 1</b>	<b>Production Meeting 1</b>
<b>Week 2</b>	<b>Production Meeting 2</b>
<b>Week 3</b>	<b>Production Meeting 3</b>
<b>Week 4</b>	<b>Production Meeting 4</b>
<b>Week 5</b>	<b>Production Meeting 5</b>
<b>Week 6</b>	<b>Production Meeting 6</b>

Week 7	Production Meeting 7
Week 8	Production Meeting 8
Week 9	Production Meeting 9
Week 10	Production Meeting 10
Week 11	Production Meeting 11
Week 12	Production Meeting 12
Week 13	Production Meeting 13
Week 14	Production Meeting 14
Week 15	Production Meeting 15

---

## ***Required Course Syllabus Statements***

### **Generative AI**

#### **AI Statement**

AI programs are not a replacement for your human creativity, originality, and critical thinking. Writing, thinking, and researching are crafts that you must develop over time to develop your own individual voice. At the same time, you should learn how to use AI and in what instances AI can be helpful to you. The use of generative AI tools (e.g. ChatGPT, Google Bard, etc.) is permitted in this course for the following activities:

- Brainstorming and refining your ideas;
- Fine tuning your research questions;
- Finding information on your topic;
- Drafting an outline to organize your thoughts; and
- Checking grammar and style.

The use of generative AI tools is not permitted in this course for the following activities:

- Impersonating you in classroom contexts, such as by using the tool to compose discussion board prompts/responses assigned to you or content that you put into a Teams/Canvas chat.
- Completing group work that your group has assigned to you, unless it is mutually agreed upon that you may utilize the tool.
- Writing a draft of a writing assignment.
- Writing entire sentences, paragraphs or papers to complete class assignments.

You are responsible for the information you submit based on an AI query (for instance, that it does not violate intellectual property laws or contain misinformation or unethical content). Your use of AI tools must be properly documented and cited in order to stay within university policies on academic honesty.

*AI statement from Hilary Hungerford. Adapted from Temple University statement on AI in classes*

## Using Remote Testing Software

This course does not use remote testing software.

This course uses remote testing software. Remote test-takers may choose their remote testing locations. Please note, however, that the testing software used for this may conduct a brief scan of remote test-takers' immediate surroundings, may require use of a webcam while taking an exam, may require the microphone be on while taking an exam, or may require other practices to confirm academic honesty. Test-takers therefore shall have no expectation of privacy in their test-taking location during, or immediately preceding, remote testing. If a student strongly objects to using test-taking software, the student should contact the instructor at the beginning of the semester to determine whether alternative testing arrangements are feasible. Alternatives are not guaranteed.

---

## *Required University Syllabus Statements*

### **Accommodations/Students with Disabilities**

Students needing accommodations due to a permanent or temporary disability, pregnancy or pregnancy-related conditions may contact UVU [Accessibility Services](#) at [accessibilityservices@uvu.edu](mailto:accessibilityservices@uvu.edu) or 801-863-8747.

Accessibility Services is located on the Orem Campus in BA 110.

Deaf/Hard of Hearing students requesting ASL interpreters or transcribers can contact Accessibility Services to set up accommodations. Deaf/Hard of Hearing services can be contacted at [DHHservices@uvu.edu](mailto:DHHservices@uvu.edu)

DHH is located on the Orem Campus in BA 112.

---

### **Academic Integrity**

At Utah Valley University, faculty and students operate in an atmosphere of mutual trust. Maintaining an atmosphere of academic integrity allows for free exchange of ideas and enables all members of the community to achieve their highest potential. Our goal is to foster an intellectual atmosphere that produces scholars of integrity and imaginative thought. In all academic work, the ideas and contributions of others must be appropriately acknowledged and UVU students are expected to produce their own original academic work.

Faculty and students share the responsibility of ensuring the honesty and fairness of the intellectual environment at UVU. Students have a responsibility to promote academic integrity at the university by not participating in or facilitating others' participation in any act of academic dishonesty. As members of the academic community, students must become familiar with their [rights and responsibilities](#). In each course, they are responsible for knowing the requirements and restrictions regarding research and writing, assessments, collaborative work, the use of study aids, the appropriateness of assistance, and other issues. Likewise, instructors are responsible to clearly state expectations and model best practices.

Further information on what constitutes academic dishonesty is detailed in [UVU Policy 541: Student Code of Conduct](#).

---

### **Equity and Title IX**

Utah Valley University does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, age (40 and over), disability, veteran status, pregnancy, childbirth, or pregnancy-related conditions, citizenship, genetic information, or other basis protected by applicable law, including Title IX and 34 C.F.R. Part 106, in employment, treatment, admission, access to educational programs and activities, or other University benefits or services. Inquiries about nondiscrimination at UVU may be directed to the U.S. Department of Education's Office for Civil Rights or UVU's Title IX Coordinator at 801-863-7999 – [TitleIX@uvu.edu](mailto:TitleIX@uvu.edu) – 800 W University Pkwy, Orem, 84058, Suite BA 203.

---

### **Religious Accommodation**

UVU values and acknowledges the array of worldviews, faiths, and religions represented in our student body, and as such provides supportive accommodations for students. Religious belief or conscience broadly includes religious, non-religious, theistic, or non-theistic moral or ethical beliefs as well as participation in religious holidays, observances, or activities. Accommodations may include scheduling or due-date modifications or make-up assignments for missed class work.

To seek a religious accommodation, a student must provide written notice to the instructor and the Director of Accessibility Services at [accessibilityservices@uvu.edu](mailto:accessibilityservices@uvu.edu). If the accommodation relates to a scheduling conflict, the notice should include the date, time, and brief description of the difficulty posed by the conflict. Such requests should be made as soon as the student is aware of the prospective scheduling conflict.

While religious expression is welcome throughout campus, UVU also has a [specially dedicated space](#) for meditation, prayer, reflection, or other forms of religious expression.