

Syllabus

Directing II/THEA 4300 CRN 25533

Education Capstone/THEA 4110 CRN 27556*

Course Meeting & Location: Monday and Wednesday 1:30p.m.-2:50p.m.

Fox Fine Arts 071

*We will be using the Education Capstone Blackboard shell for all assignments and uploads

Course Description

A continuation of principles addressed in Directing I but applied to a fully realized production at a community partner space. This directing process will model the fine arts teacher experience in which the director will manage all elements of the production. As a Community Engagement and Leadership Designated Course, this class will function similar to a graduate seminar course in which students are increasingly responsible for their time and learning.

Course Learning Objectives and Edge Advantages

Students will further their directing skills to discuss and analyze creative work.

Edge Advantages: Critical Thinking, Confidence, and Problem Solving.

Students will develop their own directorial and design concepts.

Edge Advantages: Critical Thinking, Leadership, Teamwork, Communication, Confidence, and Problem Solving.

Students will implement the communication and creative process in a community space.

Edge Advantages: Critical Thinking, Leadership, Teamwork, Communication, Confidence, and Problem Solving.

Students will bring creative work to fruition.

Edge Advantages: Leadership, Communication, Teamwork, and Confidence.

Students will continue their portfolio building for employment or further studies.

Edge Advantages: Communication, Confidence

Course Instructor & Contact Information

Adriana Domínguez, Ph.D. (she|ella)

Mailbox: Department of Theatre & Dance, Fox Fine Arts 371D (3rd floor, Fox Fine Arts)

E-mail: adrianad@utep.edu

Office: Prospect Hall 126

Office Number: 915-747-5231

Text number: 575-265-0687

Office Hours: Wednesday: 10:30a.m.-1p.m.

If these do not work for you, please connect with me and we will find an alternate time.

Please do make an appointment so I can make sure that the time is set aside for you.

I will typically respond to e-mails within 36 hours Monday-Thursday and 48 hours Friday-Sunday unless otherwise noted; please make sure to utilize proper etiquette.

You can TEXT me any immediate questions about the course Monday-Friday 8a.m.-3p.m. (MST).

VIOLATIONS of these time restrictions will result in reduced use of text. I ask that you look over the syllabus before asking a question. Please note that all deadlines are in Mountain Standard Time.

Important University Dates

<https://www.utep.edu/student-affairs/registrar/academic%20calendars/academic-calendar.html>

Important dates

Classes Begin: 1/20
 Census Date: 2/4
 Spring Break: 3/16-3/20 (I will be unavailable)
 Last Day for W: 4/2
 Last Day of Classes: 5/7

Required Text/Materials: NO need to purchase a textbook

Active UTEP Blackboard Shell for this class

All readings and videos are posted on the Blackboard site

Technology to record voice and videos

A UTEP e-mail account; if you don't have one, GET ONE IMMEDIATELY.

Go to <http://getmail.utep.edu>. You may also call the HELP desk at (915) 747-4357 (on campus) or (915) 747-5257 (off-campus)

Reliable internet access and word processing software (more information below)

Adobe Reader – Here is the link: <http://get.adobe.com/reader/>

Required Software

You will need the following software on your computer to efficiently work in this course. If you are using a lab on campus, they already have the necessary software.

Adobe Acrobat Reader: You can get the program by going to www.adobe.com and then clicking on the icon on the left side of the screen which says “Get Adobe Reader. Follow instructions to install the reader.

Microsoft Office: I recommend buying this if you do not have any word processing software or presentation software. It is available at the UTEP bookstore to students at a discounted price. If you cannot purchase it you can access it at any of the computer labs on campus. This will allow you to save written work as a PDF.

Course Policies and Procedures

Blackboard

Blackboard is a tool that allows faculty to add resources for students to access online. Assignment and schedule details as well as assignment grading can be found on Blackboard. If you need a hard copy of this syllabus, please print it from Blackboard.

Blackboard is tied to my.utep.edu. If you are properly registered for the class, you are enrolled in Blackboard as well. Go to: <https://my.utep.edu>, log in, and click on Blackboard.

IMPORTANT: You must get into the habit of checking Blackboard often to make sure you do not miss any important announcements, which will be posted in the Announcement area.

Class Attendance

<http://catalog.utep.edu/policies-regulations/attendance-grading/#text>. The student is expected to maintain a consistent presence in this course; be aware that class experiences cannot be duplicated. Also note that in the schedule, there are class sessions dedicated to honoring your time for show attendance and class work. Please do not e-mail me asking what you missed in class; it is in the syllabus. Therefore, there are no excuses for not completing work on time. Further, if you are late to class on presentation dates, please WAIT to enter the class.

Deadline Policy

Late submissions will not be graded; as in the professional workspace, a missed deadline has consequences. Please ensure that you carefully read all instructions; reading the instructions is your responsibility and you should not assume due dates or times. If you have a question, ask (after you have looked over the syllabus). Work can always be submitted before the deadline time/date. If you are unable to find an assignment link, it is very likely that the deadline has passed which is why you cannot access the link. If you have CASS accommodations, please be aware that any extensions must be communicated with the professor in a timely manner as indicated by CASS policy
Do not ask to be an exception to a course policy.

Upload Instructions

Upload written work as a PDF file. Do not upload Text files. Name them as follows: your last name_assignment(no spaces). All assignments are due at 11:59p.m. (MST) unless otherwise noted. example: dominguez_finalpresentation.
For video and audio links, make sure your links are accessible; I will not spend time tracking students down to resubmit if a file does not open; this means you will not receive credit.

Deadlines are listed for each submission and are in the course calendar; please note that I do not accept late work, you need to keep track of the assignment schedule. If you are having an issue with an assignment, make sure that you connect with me with plenty of time.

I have the ability to track your participation in Blackboard and I am able to see what date and time you accessed all links. Do not wait until the last minute to do your work. Technology has a way of tripping you up when you are racing against the clock.

You will receive full credit for your posts that are quality and consist of critical analysis and contribute to the discussion and that meet deadlines. You will need to use the course readings and/or other verified sources to support your arguments. I do not want a summary (recap of the material) of the readings. I have read the material; I know what it is about.

Grading:

Class Participation & Discussions: 15 points

Resume and Artistic Statement: 10 points

Ushering: 10 points

UTEP Play Attendance: 15 points

Directing Project: 130 points

TOTAL: 183 POINTS

183-150: A

149-129=B

128-108=C

107-87=D

86-0=F

There is a large point spread in this class—life happens. Choose wisely when making decisions about what to miss; do not use participation in the performing arts as an excuse for not submitting quality work on time. Late work is not accepted, and all work must be submitted in the proper format; anything that is a written submission must be typed and double-spaced.

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

All points are earned; students earn their grade.

Please be aware that this is a cross listed course—your requirements are different from Directing I students. Please make sure that you pay attention to the syllabus and ask any questions for clarity.

Required Texts:

All readings are available online at no cost to the student.

Explanation of Assignments:

Class Participation and Class Discussions: 18 points

The student is responsible for attending class meetings and actively participating in class discussions. Students should be prepared to discuss specifics and lead discussions.

Ushering (CEL Component): 10 points

The students must also usher a minimum of two times in order to gain an understanding of working with patrons, house managers, box office personnel, and other theatre staff. This is solid preparation for being in charge of your own space.

Production Attendance: 15 points (5 points each)

Students can decide which three productions they would like to attend.

Slow Emergences

Orlando

Rent

Gray

La Gorda

You must sign in at the end of the show and I will receive a copy of attendance. If you do not sign in and/or fail to sign in utilizing proper procedures, you will not receive credit.

Do note that there are opportunities to usher for some of the productions and see the show for free; links will open on Blackboard one month prior to opening night. You must see one before Spring Break, the second before April 30, and the third by May 8. If you are on crew or an actor connect with me. If you are a designer, you should be attending the show to see your work realized and can sign in at the end of the show. Note that ushering and play attendance are different.

Directing Project (CEL Component): 130 points

Students will be directing a children's show to be performed at the for the community.

If a student misses submitting three of the requirement elements, their show is automatically canceled.

The requirements are as follows:

Director's Concept (10 points)

Play selection (5 points)

Audition Flyer (10 points: draft=5 points, final=5 points)

Production Poster (10 points: draft=5, final=5)

Paperwork (5 points)

Audition Process (10 points: 5 points=auditions, 5 points=casting)

Rehearsal Schedule and Process (20 points: 2 points for the draft schedule, 3 for the final schedule, 15 for the process)

Design Concept (5 points)

Technical Elements (10 points: 5 points=Cue Sheet, 5 points=packing photo)

Dress Rehearsal (5 points)

Tech Rehearsal at the Zoo (10 points)

Performance at the Zoo (20 points)

Reflection of process (10 points)

Show Parameters:

No more than 4-6 actors

More than 25 minutes in length but less than 40 minutes in length (with a maximum of 3 minutes of set up and tear down=6 minutes)

You will be responsible for all elements--you will not be asking tech students for help

You will be running the board

All technical elements must fit in the trunk of your car

Resume and Artist Statement: 10 points

Students will need to develop their resume and artistic statement to supplement their portfolio for both employment and professional work.

Resume: Draft=2 points, Final=3 points

Artist Statement: Draft=2 points, Final=3 points

Subject Matter

The performing arts have the power to stir strong emotions, or possibly touch on subjects you might not feel comfortable viewing. If you have concerns about reading or discussing specific subjects, please contact me soon as possible to discuss possible accommodations. Requests for substitutions and student suggested solutions must be made no later than 10 days prior to opening night. Please note that you must advocate for yourself and sometimes that means doing research ahead of time.

I expect all our discussions—including any that may occur outside of class—to be conducted in a respectful and professional matter. You can do research about each piece prior to the reading so that you can make the informed decision. I do not know your background and/or experiences. I do not know what impacts which people in which way. We must all advocate for ourselves and also respect the impact that such work can have on others.

The Center for Accommodations and Support Services

Contact the Center for Accommodations and Support Services at 915-747-5148, email them at cass@utep.edu, or apply for accommodations online via the CASS portal.

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, email them at cass@utep.edu, or apply for accommodations online via the CASS portal.

Please be aware that accommodation requests must come from the student and prior to submission deadlines. Students who become pregnant or have parenting responsibilities may also request reasonable accommodations. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. The UTEP Center for Accommodations and Support Services (CASS) will process requests for

accommodations based on a disability, pregnancy, or parenting. For more information, please visit: <https://www.utep.edu/titleix/pregnancy-and-parenting.html>

Scholastic Integrity

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic integrity at The University of Texas at El Paso must be reported to the Office of Student Conduct and Conflict Resolution (OSCCR) for possible disciplinary action. To learn more, please visit HOOP: Student Conduct and Discipline.

Students must cite any borrowed content sources to comply with all applicable citation guidelines, copyright law, and avoid plagiarism. Instances that violate these guidelines will be referred to the Office of Student Conduct and Conflict Resolution.

Use of AI technologies or automated tools, particularly generative AI such as ChatGPT or DALL-E, is *not allowed* for assignments in this class. Each student is expected to use critical and creative thinking skills to complete tasks and not rely on computer-generated ideas. Any direct use of AI-generated materials submitted as your own work will be treated as plagiarism and reported to the Office of Student Conduct and Conflict Resolution (OSCCR).

Some of your coursework and assessments may submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase.

Student Agreements

Student agrees to treat fellow students, UTEP faculty and staff, with respect and collaborate with all group members in a professional manner.

Student understands that copyright laws protect the materials used in this class.

Student will refrain from any public or private distribution of all materials provided and/or created in this course.

Student understands that any superimposed copyright on materials may not be “letterboxed” or covered over in any way.

Student will not upload the aforementioned materials to Internet sites, whether public or private, such as YouTube, facebook/Meta, Instagram, or any other Web Publishing System.

Student will not exhibit any of the materials provided and student work created in this course and shared on Blackboard in any public venue without express and written permission of the copyright holder.

Student Responsibilities

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Respect

All students are in this class to learn. Should a student disrupt that process, the instructor will take the appropriate steps to ensure that all students interact in a safe space that is conducive to the learning process. Remember that your instructor is also a human being. She has many other responsibilities outside of this class, just as the student has several responsibilities outside of this one class. Read the syllabus, stick to class/university policies, utilize common etiquette and respect, and know that your instructor wants you to succeed in this course, but she is not responsible for that, you are.

Security & Email Netiquette

Don't share your password

Always logout when you are finished using the system

When you send an email to your instructor, teaching assistant, or classmates, you should:

Use a descriptive subject line

Be brief

Avoid attachments unless you are sure your recipients can open them

Avoid HTML in favor of plain text

Sign your message with your name and return e-mail address

Please note that aggressive and unprofessional behavior is not acceptable and will be dealt with immediately

Instructor Bio

Dr. Adriana Domínguez is a community-engaged artist-scholar-educator with the UTEP Department of Theatre and Dance. She focuses on the purpose of community and cultural engagement in the performing arts with a concentration on marginalized voices. Dr. Domínguez is the recipient of three National Endowment for the Arts grants, 14 institutional funding opportunities, and two Texas Commission on the Arts grants. Dr. Domínguez has initiated over 30 community-engaged theatrical projects, which have reached close to 50,000 community members. She has been honored with over 25 local, regional, and national awards, including the 2024 Kennedy Center Gold Medallion, the 2020 Texas Educational Theatre Association's Educator of the Year for Higher Education, and a Congressional Commendation. Dr. Domínguez has authored 16 publications, presented at over 40 conferences, and takes great pride in promoting access and excellence at UTEP by consciously centering her work on underrepresented groups and community-engaged practice in the performing arts. Recent projects include: *I Am Not Your Perfect Mexican Daughter*, *The Miraculous Journey of Edward Tulane*, *And Then Came Tango*, *Los empeños de una casa*, *Heroes and Saints*, *Real Women Have Curves*, *A Christmas Carol*, *en la Frontera*, and *Cenicienta*. She received her B.A. in Theatre Arts with a Minor in Secondary Education from the University of Texas at El Paso, her M.A. in Performing Arts Administration from New York University, and her Ph.D. in Curriculum & Instruction from New Mexico State University. Adriana has participated in theatre as an actress, director, producer, designer, and teacher at the elementary school, middle school, high school, and college level for over 30 years and couldn't imagine doing anything else.

Land Acknowledgement

As members of the University of Texas at El Paso community, we acknowledge that we are meeting on unceded Indigenous land. We would like to recognize and pay our respects to the Indigenous people with long ties to the immediate region: Lipan Apache, Mescalero Apache, Piro, Manso, Suma, Jumano, Ysleta del Sur Pueblo, Piro/Manso/Tiwa Indian Tribe of the Pueblo of San Juan de Guadalupe, and Tortugas Pueblo. We also acknowledge the nations whose territories include present day Texas: the Carrizo & Comecrudo, Coahuiltecan, Caddo, Tonkawa, Comanche, Alabama-Coushatta, Kickapoo, and the peoples of Chihuahua and northern

Mexico from whom most/many of our students descend, such as the Rarámuri, Tepehuan, Wixarrika and Nahuatlaca peoples. Finally, we recognize all of the American Indian and Indigenous Peoples and communities who have been or have become a part of these lands and territories here in Paso del Norte, on Turtle Island. The University of Texas at El Paso honors your history and cultures and we seek greater awareness of the myriad ways in which your legacy can guide us in fruitful partnerships and mutually fulfilling relationships.

Tentative Class Schedule

WEEK ONE

1/21: Introduction to the Course—IN-CLASS SESSION (2 Class Participation Points)

Assignments:

Finalize audition dates by the end of the class session and book the space

Make time before 2/4 to discuss your play choices with Adriana

WEEK TWO

1/26: Meet the musical theatre candidate (2 points). Must sign in: June Studio

Assignments:

Upload draft of audition announcement and form by 1/26 at 11:59p.m. (feedback provided by 1/28 at 5p.m.) (5 points)

Readings on Bb

1/28: Creating an artistic community—IN-CLASS SESSION (2 Class Participation Points)

Assignments:

Make time before 2/4 to discuss your play choices with Adriana

Readings on Bb

WEEK THREE

2/2: Working with text & Space—IN-CLASS SESSION (2 Class Participation Points)

Assignments:

Final Play Selection for Approval: upload by noon on 2/4

Read resources on blocking

Read Director Concept resources on Bb

Final Audition Flyer due (after comments): upload by noon on 2/3 (5 points)

2/4: Space Visit: Meet at the El Paso Zoo at 1:50p.m.; we will be done by 2:30p.m.

Assignment:

Upload Director's Concept by 11:59p.m. on 2/6 (10 points)

Read Bb resources on the rehearsal schedule

WEEK FOUR

2/9: Director's Concept Presentation & Working with actors and the rehearsal schedule—IN-CLASS SESSION (2 Class Participation Points)

2/11: No In-Class Session

Prepare for auditions: sides, tables, audition forms, promote it!

Assignment:

Upload ideal rehearsal schedule by 11:59p.m. on 2/12 (2 points)

WEEK FIVE: AUDITIONS THIS WEEK—NO IN-CLASS SESSION—IDEALLY FEB. 18 FROM 4P.M.-6P.M.

2/16: Audition Prep: Copies, process, collaborative discussion, sign-up, etc. check in at 2:40p.m.

2/18: Auditions (5 points)

Assignment:

Submit cast list to Adriana by noon on 2/20 (do NOT send offers yet)

Once approval provided, send cast offers (copy Adriana)

Look over Design Resources

WEEK SIX

2/23: Design and Storytelling (2 Class Participation Points)

Assignment:

Submit first draft of resume by 11:59p.m. on 2/23 (2 points)

Send out cast offers by 2/23 at 11:59p.m.—must copy Adriana

2/25: NO IN-CLASS SESSION

Assignments:

Draft of individual poster & group poster due by 5p.m. on 2/25 (5 points for both drafts)

Submit first draft of artist statement by 11:59p.m. on 2/26 (2 points)

Submit final cast list by 11:59p.m. on 2/26 (5 points)

WEEK SEVEN

3/2: Rehearsal Schedules

Schedule all of your rehearsals using Department scheduling tool

Assignment:

Upload final rehearsal schedule by 11:59p.m. on 3/3 (3 points)

3/4: NO IN-CLASS SESSION

Assignment:

Complete ALL cast and director paperwork by 5p.m. on 3/4 (5 points)

Upload final individual and group poster by 5p.m. on 3/4 (5 points)

WEEK EIGHT: YOUR ACTORS MUST BE AVAILABLE FOR IN-CLASS REHEARSAL SESSIONS

3/9: Rehearsal: Two directors will conduct rehearsal, all four directors must be present

3/11: NO IN-CLASS SESSION

Assignment:

Submit final draft of artist statement by 11:59p.m. on 3/11 (3 points)

WEEK NINE:

SPRING BREAK

WEEK TEN: YOUR ACTORS MUST BE AVAILABLE FOR IN-CLASS REHEARSAL SESSIONS

3/23: NO IN-CLASS SESSION

Assignments:

Upload your design concept by 11:59p.m. on 3/24 (5 points)

Submit final draft of resume by 11:59p.m. on 3/26 (3 points)

Submit final cue sheet by 11:59p.m. on 3/29 (5 points)

3/25: Rehearsal: Two directors will conduct rehearsal, all four directors must be present

WEEK ELEVEN: NO IN-CLASS SESSIONS, ADRIANA WILL ATTEND ONE OF YOUR REHEARSALS

3/30: Rehearsal

4/1: Rehearsal

WEEK TWELVE: NO IN-CLASS SESSIONS, ADRIANA WILL ATTEND ONE OF YOUR REHEARSALS

4/6: Utilize class time to gather all technical/spectacle elements

4/8: Utilize class time to gather all technical/spectacle elements

Assignment:

Upload a photo of how it will all be packed in your vehicle for travel by 11:59p.m. on 4/8 (5 points)

WEEK THIRTEEN: NO IN-CLASS SESSION—RECORD YOUR DRESS REHEARSAL AND UPLOAD

4/13

4/15

Assignment:

Film and upload your dress rehearsal by 4/16 at 11:59p.m. (5 points)

WEEK FOURTEEN: NO IN-CLASS SESSIONS, WE WILL RUN THE ENTIRE EVENT

4/22

WEEK FIFTEEN—NO IN-CLASS SESSIONS AS WE WILL BE DOING FINAL REHEARSALS

4/27

4/29

4/30: Tech—NO ACTORS (10 points)

5/1: Full dress and tech

5/2: Performance

5/3: Performance (20 points)

WEEK SIXTEEN

5/4: No Class

Assignment:

Return any items borrowed from the Department by 5p.m. on 5/4

5/6: No Class

Assignment:

Reflection due 5/7 at noon (10 points)

WEEK SEVENTEEN

Final Conversation and Feedback: TBD