

Syllabus
Leadership in Performing Arts Organizations/THEA 3387

Instructor: Adriana Dominguez, Ph.D.

Phone: 747-6213 **E-mail:** adrianad@utep.edu (e-mail is a much better method).

Monday –Thursday: I will typically be able to return your e-mail within 24 hours.

Friday-Sunday: I will typically be able to return your e-mail within 48 hours.

Course Description: An examination of concepts, frameworks, and models to understand the process of managing a performing arts organization. Focus of the course includes the principles of leadership management in conjunction with board of trustees, professional and artistic staff, and volunteers.

This is a course highly focused on STUDENT perception, discussion, and research. Discussions, presentations, and interactions will be the guiding tools in this course.

Course Objectives: 1) To gain an understanding of leadership theories and their implementation in performing arts organizations. 2) To be able to evaluate the different processes and impact of leadership on performing arts organizations. 3) To participate actively in leadership processes of performing arts organizations. 4) To be able to communicate and present information effectively in informal class discussions, and to be able to evaluate and communicate both orally and in writing the importance of leadership in performing arts organizations.

Class Policies:

Punctuality/Attendance: Punctuality is a necessity in theatre. As such, punctuality is necessary in this course. It is each student's responsibility to attend class. All class/group activities will count towards the final grade. Every student may miss one class without providing an explanation and without suffering repercussions (i.e. I neither want nor need to know why you were not able to come to class). Choose your freebie wisely and plan ahead; emergencies with family, cars, and health may happen later in the semester. If there are extenuating circumstances, make sure that you notify your instructor immediately. Class should only be missed due to EMERGENCIES; you signed up for the course with full knowledge of the date/time. Be aware that freebies ONLY apply to class participation/quiz grades!

Academic Dishonesty: 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 person's 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. Violations will be taken seriously and will be referred to the Office of Student Life for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions. Academic dishonesty is an assault on the basic integrity and meaning of a university. Cheating, plagiarism, and collusion in dishonest activities are serious acts which erode the university's educational and research roles and cheapen the learning experience not only for the perpetrators, but also for the entire community. It is expected that UTEP students will understand and subscribe to the ideal of academic integrity and that they will be willing to bear individual responsibility for their work. Materials (written or otherwise) submitted to fulfill academic requirements must represent a student's own efforts. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be referred to the Office of Student Life for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions (<http://issweb.utep.edu/home/media/SampleOnlineCourseSyllabus.pdf>).

Any form of academic dishonesty will NOT be tolerated in this course. I do read all of your papers and expect the work you submit to be ORIGINAL work.

Please make sure that you turn your cell phone OFF prior to the beginning of class. Also, please DO NOT text during class. If this becomes a reoccurring issue, the instructor will take the appropriate steps necessary.

Students with disabilities: I will make any reasonable accommodations for students with limitations due to disabilities, including learning disabilities. Please see me personally before or after class in the first two weeks or make an appointment to discuss any special needs you might have. If you have a documented disability and require specific accommodations, you will need to contact The Center for Accommodations and Support Services in the East Union Bldg., Room 106 within the first two weeks of classes. The Center for Accommodations and Support Services can also be reached in the following ways:

Web: <http://www.utep.edu/cass>

Phone: (915) 747-5148 voice or TTY

Fax: (915) 747-8712

E-Mail: cass@utep.edu

Considerations:

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. In addition, do not expect the instructor to make exceptions for you.

Make sure that BEFORE you ask a question about course requirements or due date you have checked the syllabus as the information is probably there.

Grading:

Class Participation & Article Discussions: 35%

UTEP Play Attendance/Ushering: 10%

Investigative Paper: 15%

Interviews and Reports: 40%

100-90=A, 80-89=B, 70-79=C, 60-69=D, 0-59=F

*I DO NOT DROP STUDENTS FROM A CLASS—THAT IS YOUR RESPONSIBILITY.

* LATE WORK IS NOT ACCEPTED. IT IS THE STUDENT'S RESPONSIBILITY TO ENSURE THAT WORK IS TURNED IN ON TIME.

* ASSIGNMENTS MUST BE SUBMITTED IN THE REQUIRED FORMAT FOR CREDIT—ALL SUBMITTED WORK MUST BE TYPED AND DOUBLE SPACED.

***YOU MUST WORK TO EARN YOUR GRADE!**

Explanation of Assignments:

Class Participation/Article Discussions:

The student is responsible for attending the class meetings. In addition, the student will be required to research the given topic for the week and e-mail the instructor at least two (2) articles (current, 2015+) two (2) days before the class meeting. The student will then be in charge of leading the discussion. The articles must be from high quality sources.

UTEP Play Attendance/USHERING:

Student MUST attend *Monsters We Create* and *Into the Beautiful North*. 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 (students can also usher at the UTEP Dinner Theater for this assignment).

PLEASE NOTE FOR ALL REQUIRED SHOWS:

You are **required** to sign an attendance sheet at the **end of the performance** you attend. If you do not sign this sheet at the end of the performance you will not get credit for attendance, your paper will not be accepted and you will receive a **0** for the assignment. The house manager will have the sign out sheet available at the end of each performance.

Investigative Paper:

The student is required to write a five to seven page quality investigative paper on a pertinent issue facing leaders of performing arts organizations (the topic must be approved by the instructor by the appropriate deadline of **April 20 @ 10a.m.**). If a topic is not approved on time, the student will **NOT** be allowed to submit a paper for assessment. Students must provide a minimum of EIGHT valid resources (A MAXIMUM OF FIVE can be internet resources--Wikipedia IS NOT a valid resource). **DUE 5/6/19 @ 10a.m. LATE WORK IS NOT ACCEPTED.**

Interviews and Reports:

In order to learn about the current issues in the field, it is necessary to talk to those in the field. During the SECOND half of the semester (after March 16); the student will need to set up four (4 interviews) with leaders in the field. These interviews can be in person, over the phone, or video conferencing. The student will need to have one interview from EACH of these categories:

Children's Theatre
Music Performance (Vocal, Instrumental, etc.)
Dance performance
Student Choice

The student will need to write a two page summary of the interview (connecting it with class discussions) and will present their findings at the class discussion. The instructor must also be copied on the communication.

Instructor Bio:

Adriana Dominguez is an Assistant Professor and serves as the Director of Audience Development and Theatre Programs for the Department of Theatre & Dance at UTEP. 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.

VERY Tentative Class Schedule:

1/27:	What is a leader? What are performing arts organizations?
2/3:	Leadership Styles and Organizational Culture
2/10:	Finances
2/17:	Working with Staff & Volunteers
2/24:	ACTF—NO MEETING
3/2:	Competition for the Performing Arts
3/9:	Programming, Community, and Audience Development
3/16:	SPRING BREAK
3/23 & 3/30:	Set Up/Conduct interviews
4/6:	First Interview Report

4/13: Second Interview Report

4/20: Third Interview Report

4/27: Fourth Interview Report

5/4: Wrap-Up Discussion