



THR 492: SENIOR SEMINAR (W)

Preparation for a career as theatre professional.

COURSE SYLLABUS (SECTION 001)

Fridays 10:20a-12:10p | Business College Complex N12

Zoom Link for when we have an entire Zoom Class: <https://msu.zoom.us/j/98620249475>

Meeting ID: 986 2024 9475

Passcode: Senior

DESCRIPTION OF COURSE

Preparation for a career as theatre professional, encompassing topics in contemporary theatre, dance, performance theory and practice.

THR 492 Senior Seminar builds on concepts learned in THR 292 Sophomore Seminar. This course prepares you for a career as a theatre professional by developing your brand as a working artist, manager, or technician. This course prepares you to think about your artistic work-life balance as you plan to relocate and consider what jobs may be in your immediate and near future. This course offers alumni success stories who have produced work in the rapidly changing arts industries and created jobs that did not exist. This course asks you to think like an entrepreneur to achieve financial and artistic success throughout your career. This course challenges you to connect your art with the public in authentic and intentional ways to effect change or help others. Finally, this course fulfills your Tier II Writing requirement in the Department of Theatre as you compile a writing portfolio that uniquely addresses our shared discipline.

COURSE OBJECTIVES

In this course, you will expand, evolve, and examine your work as a theatre practitioner through preparation for your career and professional life and ways of enhancing the work you have done as a student of theatre at MSU.

Projects:

- Theatre Resume (+ 2 revisions)
- Business Resume (+ 1 revision)
- Relocation Plan (+ 1 revision)
- Cover Letter (+ 1 revision)
- Website (Minimum Requirement: Main Page/Home Page, Resume Page and Portfolio Page)
- Arts Entrepreneurship Project (AEP)
- Outreach and Engagement Project (OEP)

The OEP must be linked with the "community". The idea is that you take your "art" to the public. Examples of MSU's current outreach and engagement initiatives can be found at:

- [University Outreach & Engagement](#) Looking for Partners? [@msuengage](https://twitter.com/msuengage)
- [MSU Statewide](#) Programs and resources for Michigan's Professionals and Practitioners
- Projects will be approved by instructor
- Final submissions must include abstract and photos (one submission per group).

- Writing Portfolio

The writing portfolio is a compilation of writing across multiple THR courses that uniquely addresses the discipline's type/style of writing. The portfolio will incorporate formal and informal writing assignments of varying lengths and include varying ways to approach revising/editing.

- Reflective/conceptual writing: Student writing as spectator OR as artist
- Self-evaluation/assessment writing: Student critically assessing their own artistic endeavor
- Comprehensive analytical writing: Student writing textual analysis of the play, or analysis of a particular historical era, or an analysis of a specific theatrical construct
- Resumes, Cover letter writing: Student writing from a career-based perspective

WEEKLY SCHEDULE (SUBJECT TO CHANGE)

Week	Date	Topic	Assignments & Target Submission Dates
1	9/3	<p>DUE: Theatre Resume (Draft I)</p> <p>DISCUSS: Syllabus, Course Expectations, Resumes, and Class Modality</p> <p>ANNOUNCE: OEP and Website Design Concept</p> <p>PRESENTATION: Formatting Word Docs</p> <p>Advising Q&A w/ Amy Lampe</p>	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> • Theatre Resume (Draft I) <p>REMINDER: Submission Goal for 9/10:</p> <ul style="list-style-type: none"> • Theatre Resume (Draft II)
2	9/10	<p>DUE: Theatre Resume (Draft II)</p> <p>ANNOUNCE: Relocation Plan, Cover Letter, and AEP</p> <p>Faculty Guest: Sarah Hendrickson</p>	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> • Theatre Resume (Draft II) <p>REMINDER: Submission Goals for 9/17:</p> <ul style="list-style-type: none"> • Theatre Resume (Draft III) • Website Design Concept
3	9/17	<p>DUE: Theatre Resume (Draft III)</p> <p>DUE: Website Design Concept</p> <p>ONLINE LECTURE: Business Resumes</p> <p>ONLINE LECTURE: Writing Portfolios</p> <p>Andrew Buck Alumni Discussion: Meet in Studio 60</p>	<p>SUBMISSION GOALS:</p> <ul style="list-style-type: none"> • Theatre Resume (Draft III) • Website Design Concept
4	9/24	<p>SCHEDULE: Schedule review of business resume with Career Services (original and revision due on October 15)</p> <p>imáGen Roundtable: Meet in Studio 60</p>	<p>REMINDER: Submission Goals for 10/1:</p> <ul style="list-style-type: none"> • Relocation Plan • Business Resume Meeting with Career Services by 10/15
5	10/1	<p>KIRK IN HOUSTON - ZOOM CLASS</p> <p>DUE: Relocation Plan (Draft I)</p> <p>Alumni Zoom: Brianna Buckley (10:30a)</p> <p>Alumni Zoom: Melissa Hunter (11:15a)</p> <p>https://msu.zoom.us/j/98620249475</p> <p>Passcode: Senior</p>	<p>SUBMISSION GOALS:</p> <ul style="list-style-type: none"> • Relocation Plan (Draft I) <p>REMINDER: Submission Goal for 10/8:</p> <ul style="list-style-type: none"> • Writing Portfolio Index • Business Resume Meeting with Career Services by 10/15
6	10/8	<p>KIRK IN HOUSTON</p> <p>MFA Roundtable with host: Rob Roznowski: Meet in Studio 60</p>	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> • Writing Portfolio Index <p>REMINDER: Submission Goal for 10/15:</p>

		DUE: Writing Portfolio Index	<ul style="list-style-type: none"> OEP 2-minute impact pitch Business Resume (Original and Revision)
7	10/15	DUE: OEP 2-minute impact pitch DUE: Business Resume (Original and Revision)	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> OEP 2-minute impact pitch Business Resume (Original and Revision) <p>REMINDER: Submission Goal for 10/22:</p> <ul style="list-style-type: none"> Cover Letter (Draft I) Relocation Plan (Draft II)
8	10/22	DUE: Cover Letter (Draft I) DUE: Relocation Plan (Draft II) Alumni Zoom: Sharriese Hamilton (10:30a) Alumni Zoom: Hazen Cuyler (11:15a) https://msu.zoom.us/j/98620249475 Passcode: Senior	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> Cover Letter (Draft I) Relocation Plan (Draft II) <p>REMINDER: Submission Goal for 10/29:</p> <ul style="list-style-type: none"> AEP Progress Report
9	10/29	DUE: AEP Progress Report Alumni Zoom: Kate Wilson (10:30a) https://msu.zoom.us/j/98620249475 Passcode: Senior	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> AEP Progress Report
10	11/5	Tax Day with Jordan Sutton from Sutton Advisors, PLC	<p>REMINDER: Submission Goal for 11/12:</p> <ul style="list-style-type: none"> Cover Letter (Draft II)
11	11/12	DUE: Cover Letter (Draft II)	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> Cover Letter (Draft II) <p>REMINDER: Submission Goal for 11/19:</p> <ul style="list-style-type: none"> AEP Writing Portfolio Website
12	11/19	DUE: AEP DUE: Writing Portfolio DUE: Website	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> AEP Writing Portfolio Website <p>REMINDER for 12/3:</p> <ul style="list-style-type: none"> OEP
13	11/26	THANKSGIVING - NO CLASS	THANKSGIVING - NO CLASS
14	12/3	DUE: OEP	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> OEP <p>REMINDER for 12/10:</p> <ul style="list-style-type: none"> Peer Review of Websites
15	12/10	DUE: Peer Review of Websites COURSE WRAP-UP	<p>SUBMISSION GOAL:</p> <ul style="list-style-type: none"> Peer Review of Websites
*FNL		Exit Survey (link on D2L)	Complete by 9:45a on 12/17/21

**Note: We will not be meeting in person during our scheduled final exam time.*

COURSE POLICIES

Being present and receptive to the information, discussions, and presentations offered during class sessions is essential to complete the course successfully.

- Class begins promptly at 10:20a in the location listed in the weekly schedule as we move around a bit.
- Please note specific submission goals and times for each assignment. Most assignments are due on Fridays at 11:30p.
- Assessments (and grades) of assignments should be available on Tuesday following the class for which they are due. For projects with multiple revisions, be sure to review the comments provided for the previous draft before reworking the assignment.

THE SPARTAN CODE OF HONOR ACADEMIC PLEDGE (ADOPTED BY ASMSU ON 3-3-16)

"As a Spartan, I will strive to uphold values of the highest ethical standard. I will practice honesty in my work, foster honesty in my peers, and take pride in knowing that honor in ownership is worth more than grades. I will carry these values beyond my time as a student at Michigan State University, continuing the endeavor to build personal integrity in all that I do."

GRADING BREAKDOWN

There are a total of 100 points possible.

- Each assignment grade is evaluated on three criteria: "application of course materials", "quality of work", and "completion of work."
- Work for this course is designed to help prepare you to move into a "real world" experience; therefore, it is essential that you adhere to the submission goals.
- If you submit complete work and observe the submission goals and respond to your submissions' evaluative comments, you will easily pass this course.
- Be sure to upload assignments to the correct D2L submission location; otherwise, they may be marked as late or missing.
- Late work will be accepted only if the student and instructor agree on an adjusted timeline.
- Academic dishonesty will result in a course grade of 0.0. Grades will be updated regularly on D2L.

Career Preparation:

- | | |
|-----------------------|------------------|
| • Theatre Resume | 40 Points |
| • Business Resume | 6 Points |
| • Relocation Plan | 6 Points |
| • Cover Letter | 6 Points |
| • Website | 10 Points |
| • Website Peer Review | 6 Points |

Career Enhancement:

- | | |
|---|------------------|
| • Outreach & Engagement Project | 60 Points |
| • Artist Entrepreneurship Project | 15 Points |
| • Writing Portfolio | 30 Points |
| ○ Index (2 points) | |
| ○ Business Writing Reflection (7 points) | |
| ○ Reflective/conceptual writing & reflection* (7 points) | |
| ○ Self-evaluation/assessment writing & reflection* (7 points) | |
| ○ Comprehensive analytical writing & reflection* (7 points) | |

**Content to be pulled from previous classes and the reflection written in THR 492.*

COURSE EVALUATION

Procedures for Accomplishing Objectives:

- Thoughtful and creative completion of class assignments.
- Applied understanding of the terms and theory covered in readings, presentations, and classroom discussions.

Requirements of Students:

- Respect, support, and encouragement of classmates through active participation in classroom discourse.
- Late assignments will be accepted based on open communication from the student prior to the assignment's target submission date.
- Successful completion of all assignments.

GRADING SCALE

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|------------------|-----------------|------------------|
| • 93 – 100 = 4.0 | • 78 – 82 = 2.5 | • 60 – 67 = 1.0 |
| • 88 – 92 = 3.5 | • 73 – 77 = 2.0 | • Below 60 = 0.0 |
| • 83 – 87 = 3.0 | • 68 – 72 = 1.5 | |

ATTENDANCE

Being present and receptive to the information, discussions, and presentations offered during class sessions is essential to complete the course successfully.

- Consistent attendance, whether online or in-person, is necessary (and mandatory). You will be allowed 2 unexcused absences without being penalized. Beyond this, whether an absence will count as "excused" is at the sole discretion of the instructor, based on extraordinary circumstances. A class will only be considered excused if arrangements have been made with the professor in advance of the missed class. University-sanctioned activities and religious holidays are understood with appropriate documentation before the event. Conferences, performances, educational activities, and health (including COVID-19 related situations) are all potential reasons to request an excused absence, but these may require documentation and are at the sole discretion of the instructor. For absence related to personal loss, please refer to the MSU Grief Absence Policy. Please note, no absences of any kind will excuse you from class responsibilities. Regarding the impact on your final grade:
2 absences = no grade reduction, 3 absences = 0.5 reduction, 4 absences = 1.0 reduction
- If you are a BFA actor or stage manager and have taken your 2 unexcused absences for this class and miss another class, you will not be able to attend the rehearsal or performance that evening. This policy was created to support and prioritize the concept of classes over performances.

COURSE MATERIALS & TECHNOLOGY

All readings, videos, audio recordings, and artwork are provided on D2L.

- The technology used in this course through D2L will require access to some of the following sites: YouTube, Spotify, Ted.Com, Vimeo, and similar sites.
- Students may submit assignments in the various platforms (preferably doc/x, .pdf, .ppt/x, .jpg, .png, prezi, mp3, .mov, .mp4, or .wav). Specific submissions details are noted in each project description.
- Issues with access and other larger questions should be directed to the D2L helpline through MSU Distance Learning Services:
 - East Lansing area: (517) 432-6200
 - Toll-Free: (844) 678-6200 (North America and Hawaii)
 - Web: help.d2l.msu.edu

STUDENT MENTAL HEALTH & WELLNESS

College students often experience issues that may interfere with academic success such as academic stress, sleep problems, juggling responsibilities, life events, relationship concerns, or feelings of anxiety, hopelessness, or depression. If you or a friend is struggling, we strongly encourage you to seek support. Helpful, effective resources are available on campus, and most are free of charge.

- If you are struggling with this class, please check-in during my student success hours or contact me by email at domer@msu.edu.
- Check-in with your graduate guidance committee chairperson if you are struggling in multiple classes, unsure whether you are making the most of your time at MSU, or unsure what academic resources are available at MSU.
- Access CAPS Services for new counseling and psychiatric services by making a [CAPS Phone Request](#).
- CAPS is providing remote crisis services 24/7/365. Students can call 517-355-8270 and press "1" at the prompt to speak with a crisis counselor. Other prompt options are available for those not in crisis.
- Visit <https://caps.msu.edu> for additional information and resources.

UNIVERSITY POLICIES AND PROCEDURES

Students are expected to adhere to the policies of Michigan State University whether noted in this syllabus or not. Instructors have the right to add or adjust policies within limits for the specifics of their courses. While the below may appear at first glance to be common policy boilerplate there may be nuances or course specifics within it that the student must be aware of and adhere to.

Please review the following policies, statements, and resources for students:

- [Spartan Code of Honor](#)
- [Mental Health](#)
- [Religious Observance Policy](#)
- [Student Athletes](#)
- [Pronoun preference](#)

Commit to Integrity: Academic Honesty

Article 2.III.B.2 of the [Academic Rights and Responsibilities](#) states that "The student shares with the faculty the responsibility for maintaining the integrity of scholarship, grades, and professional standards." In addition, the **Center for Integrative Studies - Arts and Humanities** adheres to the policies on academic honesty as specified in [General Student Regulations](#) 1.0, Protection of Scholarship and Grades; the all-University Policy on Integrity of Scholarship and Grades; and Ordinance 17.00, Examinations. See [Spartan Life Online](#) (splife.studentlife.msu.edu) and/or the [MSU Web site](#) (msu.edu) for more.

Therefore, unless authorized by your instructor, you are expected to complete all course assignments, including homework, lab work, quizzes, tests and exams, without assistance from any source. You are expected to develop original work for this course; therefore, you may not submit course work you completed for another course to satisfy the requirements for this course. Also, you are not authorized to use the www.allmsu.com Web site to complete any course work in this course. Students who violate MSU academic integrity rules may receive a penalty grade, including a failing grade on the assignment or in the course. Contact your instructor if you are unsure about the appropriateness of your course work. (See also the [Academic Integrity webpage](#).)

Limits to Confidentiality

Essays, journals, and other materials submitted for this class are generally considered confidential pursuant to the University's student record policies. However, students should be aware that University employees, including instructors, may not be able to maintain confidentiality when it conflicts with their responsibility to report certain issues to protect the health and safety of MSU community members and others. As the instructor, I must report the following information to other University offices (including the Department of Police and Public Safety) if you share it with me:

- Suspected child abuse/neglect, even if this maltreatment happened when you were a child,
- Allegations of sexual assault or sexual harassment when they involve MSU students, faculty, or staff, and
- Credible threats of harm to oneself or to others.

These reports may trigger contact from a campus official who will want to talk with you about the incident that you have shared. In almost all cases, it will be your decision whether you wish to speak with that individual. If you would like to talk about these events in a more confidential setting you are encouraged to make an appointment with the MSU Counseling Center.

Inform Your Instructor of Any Accommodations Needed

[From the Resource Center for Persons with Disabilities](#) (RCPD): Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at rcpd.msu.edu. Once your eligibility for an accommodation has been determined, you will be issued a Verified Individual Services Accommodation ("VISA") form. Please present this form to me at the start of the term and/or two weeks prior to the accommodation date (test, project, etc.). Requests received after this date will be honored whenever possible.

Drops and Adds

The last day to add this course is the end of the first week of classes. The last day to drop this course with a 100 percent refund and no grade reported is **9/8/2021**. The last day to drop this course with no refund and no grade reported is **9/27/2021**. You should immediately make a copy of your amended schedule to verify you have added or dropped this course.

Commercialized Lecture Notes

Commercialization of lecture notes and university-provided course materials is *not permitted* in this course.*

*Note: The Code of Teaching Responsibility requires instructors who permit students to commercialize their class lecture notes to include a statement in their course syllabi that gives such permission. Absent such permission, students may not do so.

Internet

Some professional journals will not consider a submission for publication if the article has appeared on the Internet. Please notify your instructor in writing if you do not want your course papers posted to the course Web site.

Disruptive Behavior

Article 2.III.B.4 of [Student Rights and Responsibilities](#) for students at Michigan State University states: "The student's behavior in the classroom shall be conducive to the teaching and learning process for all concerned." Article 2.III.B.10 states that "The student and the faculty share the responsibility for maintaining professional relationships based on mutual trust and civility." [General Student Regulation 5.02](#) states: "No student shall . . . obstruct, disrupt, or interfere with the functions, services, or directives of the University, its offices, or its employees (e.g., classes, social, cultural, and athletic events, computing services, registration, housing and food services, governance meetings, and hearings)." Students whose conduct adversely affects the learning environment may be subject to disciplinary action through the Student Judicial Affairs office.

STUDENT INSTRUCTIONAL RATING SYSTEM (SIRS)

Michigan State University takes seriously the opinion of students in the evaluation of the effectiveness of instruction and has implemented the SIRS (Student Instructional Rating System) process to gather student feedback. This course utilizes the "online SIRS" system. You will receive an e-mail sometime during the last two weeks of class asking you to fill out the SIRS online form at your convenience. Please note the final grade for this course will not be accessible on STUINFO for seven days following the University grade submission deadline published by the Office of the Registrar unless the SIRS online form has been filled out. You will have the option in the online SIRS form to decline to participate in the evaluation of the course - we hope, however, that you will be willing to provide your frank and constructive feedback so that I/we may instruct students even better in the future.

COVID ACCOMMODATIONS

For your safety and the safety of those around you, please follow CDC guidance to [self-isolate or stay home](#) if you experience COVID-19 [symptoms](#), test positive for COVID-19, or have been potentially [exposed](#) to someone with COVID-19. Accommodations will be made so that this quarantine will not harm your performance or put you at a disadvantage in this course.

Almost all of us are struggling with a unique set of challenges these days, brought about by the COVID-19 pandemic, economic fallout, ongoing efforts for social justice, and other experiences. While I am not a trained mental health professional, I am someone you can reach out to if you're struggling, whether your concerns pertain directly to this course. Our conversations will be confidential, though please remember that all faculty at MSU are mandatory reporters if issues of violence, sexual harm, or harassment are disclosed. I'm a good listener, and I can help connect you to campus and other resources that are here to help you. As your course instructor, I am committed to helping you successfully complete this course, but it's even more important to me that you experience our virtual classroom as a space that is open, inclusive, and supportive.

ADDITIONAL RESOURCES

Resource	Link
The Writing Center	http://writing.msu.edu
Libraries	www.lib.msu.edu
MSU IT Service Desk	www.tech.msu.edu/support
D2L Help	https://help.d2l.msu.edu
Neighborhood Student Success Collaborative (NSSC)	https://nssc.msu.edu/engagement/
Office for International Students and Scholars	https://oiss.isp.msu.edu/
Resource Center for Persons with Disabilities	http://rcpd.msu.edu
MSU Counseling Center	www.counseling.msu.edu
English Language Center	www.elc.msu.edu
Sexual Assault Program	http://endrape.msu.edu/
MSU Food Bank	http://foodbank.msu.edu/
MSU Safe Place	http://safeplace.msu.edu/