

**KINGSBOROUGH COMMUNITY COLLEGE**  
**The City University of New York**

**CURRICULUM TRANSMITTAL COVER PAGE**

Department: \_\_\_\_\_ Date: \_\_\_\_\_

Title Of Course/Degree/Concentration/Certificate: \_\_\_\_\_

**Change(s) Initiated:** (Please check)

- |   |   |
|---|---|
| <input type="checkbox"/> Closing of Degree            | <input type="checkbox"/> Change in Degree or Certificate                              |
| <input type="checkbox"/> Closing of Certificate       | <input type="checkbox"/> Change in Degree: Adding Concentration                       |
| <input type="checkbox"/> New Certificate Proposal     | <input type="checkbox"/> Change in Degree: Deleting Concentration                     |
| <input type="checkbox"/> New Degree Proposal          | <input type="checkbox"/> Change in Prerequisite, Corequisite, and/or Pre/Co-requisite |
| <input type="checkbox"/> New Course                   | <input type="checkbox"/> Change in Course Designation                                 |
| <input type="checkbox"/> New 82 Course (Pilot Course) | <input type="checkbox"/> Change in Course Description                                 |
| <input type="checkbox"/> Deletion of Course(s)        | <input type="checkbox"/> Change in Course Title, Number, Credits and/or Hours         |
|   | <input type="checkbox"/> Change in Academic Policy                                    |
|   | <input type="checkbox"/> Pathways Submission:   |
|   | <input type="checkbox"/> Life and Physical Science                                    |
|   | <input type="checkbox"/> Math and Quantitative Reasoning                              |
|   | <input type="checkbox"/> A. World Cultures and Global Issues                          |
|   | <input type="checkbox"/> B. U.S. Experience in its Diversity                          |
|   | <input type="checkbox"/> C. Creative Expression                                       |
|   | <input type="checkbox"/> D. Individual and Society                                    |
|   | <input type="checkbox"/> E. Scientific World  |
- Change in Program Learning Outcomes
- Other (please describe): \_\_\_\_\_

**PLEASE ATTACH MATERIAL TO ILLUSTRATE AND EXPLAIN ALL CHANGES**

**DEPARTMENTAL ACTION**

Action by Department and/or Departmental Committee, if required:

Date Approved: \_\_\_\_\_ Signature, Committee Chairperson: \_\_\_\_\_

If submitted Curriculum Action affects another Department, signature of the affected Department(s) is required:

Date Approved: \_\_\_\_\_ Signature, Department Chairperson: \_\_\_\_\_

Date Approved: \_\_\_\_\_ Signature, Department Chairperson: \_\_\_\_\_

I have reviewed the attached material/proposal

Signature, Department Chairperson: \_\_\_\_\_ 



### New Course Proposal Form\*

\*This form is **NOT** intended for Internships or Field Work

1. Complete the requested course information in the table below. Indicate “**NONE**” where applicable.

\*For Assignment of New Course Number, contact **Academic Scheduling**.

<b>Department:</b>	Communications and Performing Arts
<b>Course Designation/Prefix:</b>	THA
<b>*Course Number:</b>	4001
<b>Course Title:</b>	Performance Practicum Series
<b>Course Description:</b> (Note: Description should include language similar to Course Learning Outcomes.)	This practice-based course provides students with hands-on experience working onstage as a performer for live theatrical productions. Working within an ensemble of student and faculty theatre artists, students will practice and execute the theatre skills associated with acting, singing, dance and other modes of theatre performance. This course may be taken up to five times for a total of four (5) credits. Consultation with the Communications and Performing Art Department is required to enroll in this course.
<b>Prerequisite(s):</b>	Department Permission
<b>Corequisite(s):</b>	n/a
<b>Pre-/Co-requisite(s):</b>	n/a
<b>Open ONLY to Select students (Specify Population):</b>	Theatre Majors Only
<b>Frequency course is to be offered (Select All that Apply)</b>	x Fall <input type="checkbox"/> Winter    x Spring <input type="checkbox"/> Summer
<b>Suggested Class Limit:</b>	15
<b>Indicate if a special space, such as a lab, and/or special equipment will be required:</b>	Studio/theatre space required

2. Credits and Hours based on MSCHE Guidelines for *College Credits Assigned for Instructional Hours* -\*Hours are based on hours per week in a typical 12-week semester (Please check **ONE** box based on credits):

1-credit:	<input type="checkbox"/> 1 hour lecture <input type="checkbox"/> 2 hours lab/field/gym
2-credits:	<input type="checkbox"/> 2 hours lecture <input type="checkbox"/> 1 hour lecture, 2 hours lab/field <input type="checkbox"/> 4 hours lab/field
3-credits:	<input type="checkbox"/> 3 hours lecture <input type="checkbox"/> 2 hours lecture, 2 hours lab/field <input type="checkbox"/> 1 hour lecture, 4 hours lab/field <input type="checkbox"/> 6 hours lab/field
4-credits:	<input type="checkbox"/> 4 hours lecture <input type="checkbox"/> 3 hours lecture, 2 hours lab/field <input type="checkbox"/> 2 hours lecture, 4 hours lab/field <input type="checkbox"/> 1 hour lecture, 6 hours lab/field <input type="checkbox"/> 8 hours lab/field
Credit Combination not listed:	<input type="checkbox"/> Number of credits: ____ (explain mix lecture/lab below)  __1__ Lecture                  __5__ Lab Explanation: This course is a practicum and requires students to participate in an hour lecture followed by 5 hours of lab/field working on a theatre production. As part of a performance discipline, course hours are assigned according to the demands of the specific theatre production work outlined in the course description.

3. **Where** does this course fit? Select from the following:

<input checked="" type="checkbox"/> Degree Program(s)/Certificate(s)*	<b>List Degree Program(s)/Certificate(s):</b> 1. A.S. Theatre Arts 2.
<input type="checkbox"/> General Education/Pathways	<b>Select ONE of the following:</b> <input type="checkbox"/> Life and Physical Science (LPS) <input type="checkbox"/> Math and Quantitative Reasoning (MQR) <input type="checkbox"/> World Cultures and Global Issues (Group A) <input type="checkbox"/> U.S. Experience in its Diversity (Group B) <input type="checkbox"/> Creative Expression (Group C) <input type="checkbox"/> Individual and Society (Group D) <input type="checkbox"/> Scientific World (Group E)

<input type="checkbox"/> 82XX Pilot/Experimental Course	<p><b>If proposed as a “real” course, where will this course fit?</b> Select from the following:</p> <p><b>List Degree Program(s)/Certificate(s):</b></p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol> <p><b>Select ONE of the following:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Life and Physical Science (LPS)</li> <li><input type="checkbox"/> Math and Quantitative Reasoning (MQR)</li> <li><input type="checkbox"/> World Cultures and Global Issues (Group A)</li> <li><input type="checkbox"/> U.S. Experience in its Diversity (Group B)</li> <li><input type="checkbox"/> Creative Expression (Group C)</li> <li><input type="checkbox"/> Individual and Society (Group D)</li> <li><input type="checkbox"/> Scientific World (Group E)</li> </ul>
---	--

**\*If Degree Program/Certificate is Selected:**

- Include an updated **Curricular** Map (Program Learning Outcomes) for each Degree Program/Certificate listed above.
- Include an updated Degree Map (semester-by-semester course sequence) for each Degree Program/Certificate listed above. For Degree Map template, contact Amanda Kalin, ext. 4611, [Amanda.Kalin@kbcc.cuny.edu](mailto:Amanda.Kalin@kbcc.cuny.edu)

The Following NYSED Guidelines must be adhered to for ALL Degree Programs:

- 45 credits of Liberal Arts (General Education) course work for an Associate of Arts Degree (AA)
- 30 credits of Liberal Arts (General Education) course work for an Associate of Science Degree (AS)
- 20 credits of Liberal Arts (General Education) course work for an Applied Associate of Science (AAS)

**Additional Separate Submissions Required:**

1. Curriculum Transmittal Cover Page indicating a “Change in Degree or Certificate”
2. Memo with rationale for inclusion of the course within the curriculum
3. “Current” Degree with all proposed deletions (strikeouts) and additions (bolded) clearly indicated
4. “Proposed” Degree, which displays the degree as it will appear in the *College Catalog*

For a copy of the most up-to-date Degree/Certificate requirements contact Amanda Kalin, ext. 4611, [Amanda.Kalin@kbcc.cuny.edu](mailto:Amanda.Kalin@kbcc.cuny.edu)

**If General Education/Pathways is Selected:**

- [Please refer to NYSED Guidelines for courses that are considered Liberal Arts \(General Education\).](#)
- Pilot/Experimental/82XX courses CANNOT be submitted for Pathways until they are submitted as a “real” course.

**Additional Separate Submissions Required:**

1. Curriculum Transmittal Cover Page indicating BOTH “New Course” and “Pathways”

2. CUNY Common Core Pathways Submission Form

4. **List the Course Learning Outcomes** – Course Learning Outcomes are measurable/demonstrable, containing “**action verbs**” (Blooms Taxonomy). If proposed to PATHWAYS, the Course Learning Outcomes should significantly align with the Pathways Learning Outcomes (refer to the Pathways Common Core Submission Form for Pathways Learning Outcomes). If proposed for a Degree program, the course should align with the Program Learning Outcomes (PLOs). **REMINDER** – Course Learning Outcomes are consistent for **ALL sections** of the same course and **MUST** be included on the syllabus.

<b>Course Learning Outcomes</b>
1. Theatrical Performance: Students will examine and study various production roles, as well as apply techniques, theories and theatre-specific knowledge through the creation of theatrical performances
2. Dramatic Literature: Students will study, analyze and realize significant works of dramatic literature from a diverse representation of genres and playwrights.
3. Collaboration: Students will work together as part of theatre ensemble where they will develop and apply group communication and team-building skills.
4. Community Engagement: Students will create and develop theatrical productions in order to serve the greater community, and to position theatre as a centerpiece of civic discourse and community building.
5. Creative Thinking: Students will apply the necessary imaginative and creative skills required to translate both originally devised and pre-existing scripts to the theatrical stage.

5. **Assessment of Course Learning Outcomes:** The Course Learning Outcomes are measurable/demonstrable through the below listed sample assignments/activities. Include percentage breakdown for grading. **REMINDER** - Assessment of Course Learning Outcomes are based on a **Common Syllabus** – to allow for **any** qualified instructor to teach the course.

<b>Course Learning Outcome</b>	<b>Percentage of Grade</b>	<b>Measurement of Learning Outcome (Artifact/Assignment/Activity)</b>
1. Theatrical Performance	50%	Final Paper
2. Dramatic Literature	10%	Class Discussion/Journals
3. Collaboration	20%	Execution of Production Duties
4. Community Engagement	10%	Class Discussion/Journals
5. Creative Thinking Skills	10%	Execution of Production Duties

6. **Who** is expected to enroll in this course? Please provide details for the student population(s), degree program(s)/certificate(s), and applicable concentration(s), this course is expected to include.

Theatre Arts Students in pursuit of the A.S. Theatre Arts Degree with Concentrations in Technical Production and Performance who are out of sequence in their practicum and are required to double enroll during the same semester.

7. Explain **why** this course is a necessary addition to the curriculum. **REMINDER** – Explain the course’s role within the selected Pathways Group or Degree program – How does this course meet the Program Learning Outcomes (PLOs)? Was the course a recommendation from a recent Annual Program Review (APR), Advisory Board, Accrediting Body, etc.? How might this course help students seeking to transfer to a 4-yr college or transition into a career after KCC?

It should be noted that this course is the equivalent to THA 4100 – Performance Practicum. This specific course is being created so that, if needed to graduate, students can double enroll in two practicum sections in a given semester in order to meet the degree requirements. Though able to be repeated, a student cannot enroll in the same course in the same semester. The creation of this course allows this unique situation to occur for students who are out of sequence in their practicum requirement. Having this course created eliminates the need for Independent Studies to address this same situation.

8. Upon transfer, does this course meet a specified requirement for a degree at a 4-year institution? If so, please include the institution and degree program. It is recommended you review your current [Articulation Agreements](#).

This course is similar to Theatre production/performance courses at 4-year institutions such as THEA 2110: Acting Practicum I at Brooklyn College.

9. Will adding the course potentially **conflict** with other courses – in content or subject matter – offered in either your Department or in *another* Department? If it will, please explain **how** and indicate **why** the course is still necessary.

No.

10. Proposed textbook(s) and/or other required instructional material(s), including open educational resources (OER)– Please include any supplemental/recommended materials/texts to allow for **any** qualified instructor to teach the course:

n/a

11. **Attach a Common Syllabus** that includes the Topical Course Outline for the 12-week semester. This should be specific and explicit regarding the topics covered and should contain the detailed sample assignments/activities being used to measure the Course Learning Outcomes. **REMINDER** – be mindful to focus on the Course Learning Outcomes, Course Content, and Assessment.

12. Selected Bibliography and Source materials: n/a

**Department of Communications & Performing Arts**  
**THA 40 – Performance Practicum Series**  
**THA 41 – Production Practicum Series**



THA 41 / Section 01:  
Colleen Kesterson  
Costume Designer  
Office: M-140 / M-325  
(718) 368-5591  
Robert.Monaco@kbcc.cuny.edu  
Virtual Office Hours via ZOOM  
Monday 5:30 - 6:30pm

THA 41 / Section 02:  
Robert Monaco  
Scenic Designer & Tech Director  
Office: M-140  
(718) 368-4546  
Colleen.Kesterson@kbcc.cuny.edu  
Virtual Office Hours via ZOOM  
Monday 12:50 - 1:50pm

---

Scott Cally  
Lighting Designer & Professor  
Office: E-309  
(718) 368-5591  
Scott.Cally@kbcc.cuny.edu  
Virtual Office Hours via ZOOM  
Wednesday 12:00 - 3:00pm

Paul Ricciardi  
Assoc. Professor & Director - Mainstage  
Office: E-211  
(718) 368-5541  
Paul.Ricciardi@kbcc.cuny.edu  
Virtual Office Hours via ZOOM  
Tues & Thurs 10:30 - 11:30am & by appt.

Ryan McKinney  
Director of Theatre, Professor  
Office: E-210  
(718) 368-4809  
Ryan.McKinney@kbcc.cuny.edu  
Virtual Office Hours via Zoom  
M (2p-3p); T (12p-1p);

Thomas L. Rothacker  
Asst Professor, Production Coordinator  
Office: E-212  
(718) 368-5813  
Thomas.Rothacker@kbcc.cuny.edu  
Virtual Office Hours via ZOOM  
Mon & Wed 12 Noon – 1:00pm & Tues 3:00 - 4:00pm

Andy Evan Cohen  
Sound Designer  
Office: M-140  
(718) 368-5591  
Andrew.Cohen@kbcc.cuny.edu  
Virtual Office Hours via ZOOM  
Monday 5:15 - 6:15pm

---

**Class Meeting: Tuesdays 4:15pm – 5:45pm**  
**Room: Online via Zoom and in-person: Room # M103**

**ZOOM LOGIN INFO – FOR VIRTUAL CLASSES**

Topic: THA 41 - PRODUCTION PRACTICUM / FALL 2021  
Time: 04:15 PM Eastern Time (US and Canada)

<https://us02web.zoom.us/j/89488213747?pwd=STRmU3BydWxtcGpEb1hkNS9MMHV5QT09>

**Meeting ID: 894 8821 3747**  
**Passcode: 600258**  
**One tap mobile**  
**+16465588656,,89488213747# US (New York)**

**Dial by your location**  
**+1 646 558 8656 US (New York)**



## **Course Description:**

This practice-based course provides students with hands-on experience working onstage and backstage for live theatrical productions. Working within an ensemble of student and faculty theatre artists, students will practice and execute the theatre skills associated with acting, design, technical theatre, and stage management. This course may be taken up to five times for a total of four (5) credits.

## **Course Learning Outcomes**

1. Theatrical Practice: Students will examine and study various production roles, as well as apply techniques, theories and theatre-specific knowledge through the creation of theatrical productions.
2. Dramatic Literature: Students will study, analyze and realize significant works of dramatic literature from a diverse representation of genres and playwrights.
3. Collaboration: Students will work together as part of theatre ensemble where they will develop and apply group communication and team-building skills.
4. Community Engagement: Students will create and develop theatrical productions in order to serve the greater community, and to position theatre as a centerpiece of civic discourse and community building.
5. Creative Thinking: Students will apply the necessary imaginative and creative skills required to translate both originally devised and pre-existing scripts to the theatrical stage.

## **Course Requirements:**

Students must attend class meetings every week via Zoom or In-Person. In addition, students fulfill the course requirements by EITHER serving in the cast of the production OR working on the crew for the production.

All enrolled students who audition and are cast will be expected to attend all rehearsals and meetings as scheduled by the director(s). Rehearsal days and times will be specified at auditions. If you have any conflicts, they must be listed on your audition form.

All other enrolled students, who are not cast, will be assigned either a position on any of the following teams: Design (Scenic, Lighting, Costume, Sound), Dramaturgy, Stage Management, Music. All students who choose to audition and are not cast will be assigned a running crew position.

**Attendance is required of all students at THA 4100 meetings**

## **Important Dates:**

Please note that this class meets EVERY WEEK on TUESDAY at 4:15pm.

## **Grading:**

Student will be graded on the following criteria:

- Class attendance, discussion and participation.
- Prompt attendance to all rehearsals and performances.
- Class Discussion & Participation during Master Class and Guest Workshops
- Overall Attitude and Sense of Ensemble Spirit.
- Successfully fulfilling the expectations of your assigned role or crew assignment.
- Weekly Journal Assignments
- Final Reflection Paper
- **Students arriving late to any call will receive a significant reduction to their grade.** Cast members who are consistently late to or unprepared for rehearsals/meetings may be removed from the production and receive a failing grade for the course.

## **Call Times:**

A call time is NOT an arrival time. A call time is a START time. Make your plans accordingly so that you can arrive 5-10 minutes early and begin promptly as scheduled.

## **Etiquette and Behavior:**

Theatre is a collaborative art. That means that we all work together for the creation of the work. The following is expected of all students.

- To show up on time and be present in the work.
- To maintain a safe atmosphere.
- To work together for the good of the show.
- Not to engage in any activity that threatens other students.
- Not to engage in any activity that is meant to create friction or acrimony amongst others.
- To ask questions.
- To be respectful of others at all times.
- To work actively to create a supportive and creatively inspiring environment.

**Failure to adhere to these expectations will result in failing the course.**

## **Course Schedule**

- Week #1: Introduction and Overview
- Week #2: Auditions & Casting
- Week #3: Production Cohorts
- Week #4: Direction & Musical Direction
- Week #5: Guest Artist #1
- Week #6: Scenic Design
- Week #7: Lighting Design
- Week #8: Costume Design
- Week #9: Sound Design
- Week #10: Technical & Dress Rehearsals
- Week #11: Performance Run/Strike
- Week #12: Post-Production Reflection