Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:

- Use this set of forms for all proposals sent to the Curriculum Committee.
- Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc), simply copy and paste additional forms into this packet.
- Note that all new programs (majors and minors), program eliminations, significant program revisions and all general education core revisions must be reviewed and approved by the Provost and Academic Planning Committee (APC) prior to submission to the Curriculum Committee. The Provost will make the decision if a program revision requires APC review.
- Completed and signed forms are due no later than the second Tuesday of every month. Submit one signed original hard copy and a scanned electronic copy with all signatures to the Chair of the Curriculum Committee.

1. Originator: Steven Thomas
   Division of Performing Arts
   steven.thomas@wilkes.edu / 570-408-4434

2. Proposal Title: BA in Technical Theatre name change and course number change

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).

☐ New Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
☐ New Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.
☐ Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
☐ Elimination of Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.
☐ Program Revision. Significant revisions to a program require review and approval by the Provost. The Provost determines if review and approval by APC is necessary.
☐ General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.
☐ Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.
☐ Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).
☐ Change in course credit or classroom hours.
☒ Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).
☐ Other (Specify)
4. Indicate the number of course modification forms that apply to this proposal:

- Course Addition Form (plus syllabi) [1]
- Course Deletion Form [1]
- Course Change Form

5. Executive Summary of Proposal.

Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

During discussions that happened after the proposal for the new BA in Technical Theatre, the Theatre faculty realized that the more standard term for the field is Theatre Design and Technology. Since the full roll-out of the program is only just beginning now, they felt it was still early enough to change the title of the program to “BA in Theatre Design and Technology.” The other part of the proposal is a course number change to bring the Lighting Design course in line with the other introductory design courses.

6. Other specific information. (Not applicable for incidental changes.)

What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

Insert Text Here...

7. Program Outline. (Not applicable for incidental changes).

A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.
8. Signatures and Recommendations. (please date)
   - Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal and that adequate resources (library, faculty, technology) are available to support proposal.
   - If a potential signatory disagrees with a proposal he/she should write "I disagree with this proposal" and a signed statement should be attached to this submission.

   **Steven Thomas, Chair, Division of Performing Arts**
   **Steven Thomas 10/5/17**

   Print Name/Title: Chair, Division of Performing Arts
   Signature: Steven Thomas
   Date: 10/5/17

   Department chair(s) of all potentially affected programs

   **Paul T. Riggs, Dean, CATES**
   **T. T. Tripp 10/5/17**

   Print Name/Title: Dean, CATES
   Signature: T. T. Tripp
   Date: 10/5/17

   Dean(s) of any potentially affected College/School.

   **Susan Hritzak**
   **Dwan Hitzak 10/6/17**

   Print Name: Registrar
   Signature: Dwan Hitzak
   Date: 10/6/17

   Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).
   Provost should check here ___ if this proposal is a program revision AND the significance of the revision requires review and approval by APC prior to Curriculum Committee.

   **Print Name**
   **Signature**
   **Date**

   Chair, Academic Planning Committee. For new programs, program revisions sent via the provost. Signature indicates that the proposal has been reviewed and approved by APC.

   **Print Name**
   **Signature**
   **Date**

   Chair, General Education Committee. For revisions to General Education program only. (Signature indicates that the proposal has been approved by GEC).
1. Course Title: Lighting Design

2. Course Number: THE 222
   Coordinate with Registrar to insure course number is available

3. Course Credit Hours:
   Classroom Hours 3           Lab Hours _____
   Other ______

4. Course Prerequisites:

5. Course Description (as proposed for the Bulletin):
   Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.

   An introduction to designing lighting for theatre. Emphasis on the development of visual skills, idea development (script and image), and notation. Production work is required.

6. Required Documentation:
   Proposed Syllabus Attach proposed syllabus immediately after this document. In some situations the official syllabus may contain information which is beyond the review needs of the Curriculum Committee (such as extensive rubrics, etc). It is permissible to attach an abbreviated syllabus. In general, syllabi (whether full or abbreviated) should contain the following information: Course Title, Course Number, Credit hours, Faculty Information (name contact information, office hours), Course Description, Course Outcomes or Objectives, Assessment (grading) informations, required texts (or other things such as tools, software, etc), pertinent policies and a proposed schedule of topics.
THE 222 A – Lighting Design
Wilkes University Theatre

Fall 2017
MWF 11:00AM – 11:50AM
Location: DDD 323
CRN#: 31050
Instructor: Douglas Macur
douglas.macur@wilkes.edu
Office: DDD 103
Office Hours: MWF 1:00PM – 2:00PM (Also available by appointment)
Phone: (570) 408-5890

Course Objective:

To learn the core artistic and technical concepts necessary to produce a theatrical lighting design.

Required Textbook:

The assigned textbook is required for the class and is available in the bookstore. You can also easily find it online. Not having the book is not an excuse for missing an assigned reading.

A Practical Guide to Stage Lighting
Steven Louis Shelley
ISBN-10: 0415812003

Attendance:

I will be utilizing a “Three Strike Rule” for attendance in this class:

- Attendance at all sessions is required.
- You have 3 unexcused absences before any grade penalty is applied.
- Tardy 3 times is 1 unexcused absence.
- If you are more than 15 minutes late to class it will count as an unexcused absence, not a tardy.
- FOR EVERY UNEXCUSED ABSENCE BEYOND 3 YOUR FINAL GRADE WILL DROP BY 1 FULL GRADE POINT.
- If you have 5 unexcused absences beyond your allowable 3 then drop the class. But really just don’t have more than 3 unexcused absences.
- Absences may be excused if the issue is discussed with me in advance.
- If you are sick contact me directly as soon as possible. Don’t have a friend talk to me, it won’t count unless you tell me yourself.
- You are responsible for acquiring the material you missed due to an absence, I will not provide you with notes on missed lectures, get them from a fellow student in the class.
- Missed classes are not an excuse for not doing the reading assignments. You will be expected to have done the reading assignment when you are in class next.
- I can and will adjust your absence numbers if I suspect that you are faking illness frequently.

Cell Phone Policy:

While in class please silence or switch your phone to vibrate. If it going off becomes a distraction I will ask you to power it down or disable its antenna (airplane mode) for the duration of class. Phone calls should not be taken during class unless they are a dire emergency. If you MUST take a phone call please inform me and then step out into the hall to complete your phone call. Texting, browsing the internet, checking email, tweeting, snapchatting, or uploading bad photos with even worse filters to your Instagram are not permitted during class. You are all adults so just be smart about it.
Grading:

Participation – 10%
Take Home Assignments – 10%
Production Analysis Papers – 20%
Class Projects – 20%
Midterm – 10%
Final Project – 20%
Final Exam – 10%

Wilkes Grading System:

Eight numerical grades are given for academic work:
4.000 Academic achievement of outstanding quality
3.500 Academic achievement above high quality
3.000 Academic achievement of high quality
2.500 Academic achievement above acceptable quality in meeting requirements for graduation
2.000 Academic achievement of acceptable quality in meeting requirements for graduation
1.500 Academic achievement above the minimum quality required for credit
1.000 Academic achievement of minimum quality required for credit
0.000 Academic achievement below the minimum required for course credit

Participation:

As aspiring Lighting Designers you must learn to become comfortable being an active voice in your working environment. As such a portion of your grade will be based on how well you interact with the class and engage with the material. Being unafraid to engage in conversation and confront adversity is an important trait as a theatre artist. Your participation will account for 10% of your final grade.

Take Home Assignments:

There will be a weekly take home assignment that is given out at the end of each week. They will cover the content of the class for the week they were assigned. These assignments are due on the first day of class the following week. The take home assignments will account for 10% of your final grade.

Production Analysis Paper:

In order to get you thinking like a lighting designer you will be required to see a performance of both of the Theatre Department’s main stage productions this semester. You will observe each performance as a lighting designer and take notes. Then you will write response papers analyzing the lighting design for each show. Include things that you would have done differently and why. This could include but is not limited to:

- Color Choices
- Angle Choices
- Cueing Choices
- Timing Choices
- Composition Choices
- Just to name a few

Each paper must be at least 2 pages long, single spaced, and written in 12 point Times New Roman Font. These papers will collectively be worth 20% of your final grade, with each paper accounting for 10% of your grade.

Class Projects:

There is no better way to learn than by doing. As such you will be doing several in class projects towards the end of the semester as well as projects during Friday sessions in the light lab. Your class projects will be worth 20% of your grade.
Midterm:

The midterm will be a large exam that will review the information from the first half of the course. It will be worth 10% of your final grade.

Final Exam:

The final exam will be a large exam that will review the information from the second half of the course. The final exam is NOT cumulative. You will be tested on material from the second half of the course only. This exam will account for 10% of your final grade.

Final Project:

The final project in this class will be a realized lighting show that will be performed on our last light lab day at the end of the semester. There will be graded lighting design paperwork, programming, and the performance itself. I will spend a day in class going over the specifics of the project towards the end of the semester. The final project will account for 20% of your final grade.
# Day-By-Day Class Breakdown/Schedule:

Note: This is subject to change at the discretion of the instructor.

<table>
<thead>
<tr>
<th>Week</th>
<th>Day</th>
<th>Date</th>
<th>Topic</th>
<th>Reading/Assignment Due</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>Mon</td>
<td>Aug 28</td>
<td>Syllabus Review &amp; What is Light?</td>
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<tr>
<td></td>
<td>Wed</td>
<td>Aug 30</td>
<td>Objective Of Stage Lighting &amp; Properties Of Light</td>
<td>Pilbrow Packet</td>
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<tr>
<td></td>
<td>Fri</td>
<td>Sept 1</td>
<td>Lighting The Acting Area</td>
<td>Pilbrow Packet</td>
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**Labor Day Recess Sept 4**

| Week 2 | Wed   | Sept 6  | Electricity                                | Assignment #1 Due                |
|        |       |         |                                            | Shelley Pg. 14-15                 |
|        | Fri   | Sept 8  | Lighting Instruments                       | Shelley Pg. 28 – 35               |

Week 3

| Mon   | Sept 11 | The Metrics Of Light – Photometric Math | Assignment #2 Due                |
|-------|---------|----------------------------------------| Shelley Pg. 10 – 12               |
| Wed   | Sept 13 | Lighting Accessories                   | Shelley Pg. 39 – 43               |
| Fri   | Sept 15 | Light Lab – Instruments                |                                 |

Week 4

| Mon   | Sept 18 | Color Theory                            | Assignment #3 Due                |
|-------|---------|----------------------------------------| Shelley Pg. 12 – 14, Color Wheel Pg. 18-19 |
| Wed   | Sept 20 | Lighting Positions                      | Shelley Pg. 6                     |
| Fri   | Sept 22 | Light Lab – Color Theory                |                                 |

Week 5

| Mon   | Sept 25 | Lighting Manufacturer’s Sheets & Gel Books | Assignment #4 Due                |
|-------|---------|--------------------------------------------| Shelley Pg. 35 – 39, 176          |
| Wed   | Sept 27 | Lighting Control Path & The Patch          | Shelley Pg. 15 – 21               |
| Fri   | Sept 29 | Light Lab – Lighting Control Path & Patching |                                 |

Week 6

| Mon   | Oct 2   | Lighting Console Core Concepts           | Assignment #5 Due                |
|-------|---------|------------------------------------------| Shelley Pg. 21 – 28              |
| Wed   | Oct 4   | Lighting Design Drafting Package          | Shelley Ch 19 Pg. 281 – 308       |
| Fri   | Oct 6   | **Midterm Exam**                         |                                 |

Week 7

| Mon   | Oct 9   | Design Process – Research & Preliminary Systems | Assignment #6 Due                |
|-------|---------|-------------------------------------------------| Shelley Ch. 6 Pg. 150 – 237       |
| Wed   | Oct 11  | Design Process – Preliminary Systems           |                                 |

**Fall Recess Oct 12 – Oct 15**

<p>| Week 8 | Mon   | Oct 16 | The Hang &amp; The Lighting Department          | Assignment #7 Due                |
|--------|-------|--------|--------------------------------------------| Shelley Pg. 415 – 437, 5          |
| Wed    | Oct 18| The Focus |                                          | Shelley Ch. 14 Pg. 439 – 491, 7   |
| Fri    | Oct 20| Light Lab – Hang                            |                                 |</p>
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<tr>
<th>Week 9</th>
<th>Mon</th>
<th>Oct 23</th>
<th>Technical Rehearsals</th>
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<tr>
<td>Wed</td>
<td>Oct 25</td>
<td>Performance</td>
<td>Shelley Pg. 524 – 535</td>
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<tr>
<td>Fri</td>
<td>Oct 27</td>
<td>Light Lab – The Focus</td>
<td>Assignment #8 Due</td>
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<td>Shelley Pg. 492 – 499, 507 – 523, 342 – 367</td>
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<thead>
<tr>
<th>Week 10</th>
<th>Mon</th>
<th>Oct 30</th>
<th>Introduction To Lighting Console Programming</th>
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<tbody>
<tr>
<td>Wed</td>
<td>Nov 1</td>
<td>ETC Ion/Eos Console Family &amp; Other Common Consoles</td>
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<tr>
<td>Fri</td>
<td>Nov 3</td>
<td>Light Lab – ETC Ion Lighting Console</td>
<td>Assignment #9 Due</td>
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<td>Shelley Pg. 312 – 327</td>
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<tr>
<th>Week 11</th>
<th>Mon</th>
<th>Nov 6</th>
<th>Programming An ETC Ion – Offline Editor</th>
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<tbody>
<tr>
<td>Wed</td>
<td>Nov 8</td>
<td>Programming An ETC Ion</td>
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<tr>
<td>Fri</td>
<td>Nov 10</td>
<td>Light Lab – Programming An ETC Ion</td>
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<thead>
<tr>
<th>Week 12</th>
<th>Mon</th>
<th>Nov 13</th>
<th>In Class Project – Color Theory</th>
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<tbody>
<tr>
<td>Wed</td>
<td>Nov 15</td>
<td>In Class Project – Photometrics</td>
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<tr>
<td>Fri</td>
<td>Nov 17</td>
<td>In Class Project – Design Concept</td>
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<tr>
<th>Week 13</th>
<th>Mon</th>
<th>Nov 20</th>
<th>Assign &amp; Discuss Final Project</th>
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**Thanksgiving Break Nov 22 – Nov 26**

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<tr>
<th>Week 14</th>
<th>Mon</th>
<th>Nov 27</th>
<th>Final Project Work</th>
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<tbody>
<tr>
<td>Wed</td>
<td>Nov 29</td>
<td>Final Project Work</td>
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<tr>
<td>Fri</td>
<td>Dec 1</td>
<td>Final Project Work</td>
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<tr>
<th>Week 15</th>
<th>Mon</th>
<th>Dec 4</th>
<th>Final Project Work</th>
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<tbody>
<tr>
<td>Wed</td>
<td>Dec 6</td>
<td>Final Project Work</td>
<td></td>
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<tr>
<td>Fri</td>
<td>Dec 8</td>
<td>Light Lab – Final Project Presentations</td>
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<thead>
<tr>
<th>Week 16</th>
<th>Mon</th>
<th>Dec 11</th>
<th>Final Exam</th>
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</thead>
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**Finals Week Dec 12 – Dec 20**
Wilkes University Curriculum Committee
COURSE DELETION FORM

1. Course Title: Lighting Design

2. Course Number: THE 322

3. Course Credit Hours: As listed in the most current University Bulletin
   Classroom Hours 3  Lab Hours _______  Other _________

4. Effective date of course deletion (semester/year)
   Spring 2018