Instructor: Sarah Sanchez  
Course Time & Location: W 4-6:30pm; HPE 201  
Office: A-102  
Office Hours: M-F 11-12pm, TR 8-9am  
Office Phone: (936) 468-8493  
Credits: 2  
Department Phone: (936) 468-3503  
Email: Sanchezs12@sfasu.edu  

Prerequisites: Prior dance training and performance experience.  
Co-requisite: Enrollment in a ballet, modern, or jazz technique class.  

I. Course Description:  
The student will demonstrate intermediate and advance performance techniques. This course serves as a lab vehicle, providing dancers for the senior choreographers in DAN 480. Please note that a $10.00 fee has been assessed to this class.

Course Justification: Dance Performance (2 credits) meets 150 minutes per week for 15 weeks. Course assessments are movement combinations to be practiced, memorized, and performed during summative assessment periods. Students are expected to practice combinations between class sessions in assigned locations. Students are assessed through the performance of a major choreographic presentations and full-length concert. This equates to 2-4 hour per week outside of class per credit hour. Course Fee-$10.00

James I. Perkins College of Education Diversity Statement:  
The James I. Perkins College of Education is committed to proactively recruiting and retaining a diverse faculty, staff, and student population. Through open dialogue, mutual respect, and shared responsibility, faculty, staff, and students will demonstrate an understanding and sensitivity to ethnicity, race, gender, exceptionalities, culture, language/dialect, age, social class, family structure, sexual orientation, religion, and spiritual values in order to enhance the quality of life in a diverse, global community.

II. Intended Learning Outcomes/Goals/Objectives:  
These goals support and reflect the College of Education’s Vision, Mission, and Core Values in that they equip those candidates seeking “to achieve professional excellence” with the knowledge, skills, and dispositions that “prepare competent, successful, caring, and enthusiastic professionals dedicated to responsible service, leadership, and continued professional and intellectual development”. This course supports the Dance Program Mission Statement related to achieving a high level of creative potential. The complete listing of the standards associated with the PLOs, SLOs, assignments, and assessments are located on the PCOE website.

Program Learning Outcomes:  
1. Dance Technique The student will be able to execute intermediate/advanced level
ballet, modern dance and jazz dance techniques. (Active)

2. Dance Production The student will be able to Identify and apply production values necessary for concert dance, including lighting, sound, costuming, and publicity. (Active)

3. Choreography The student will be able to identify, distinguish and apply the variety of choreographic devices, structures and forms used in contemporary concert dance. (Active)

4. Dance Kinesiology The student will be able to apply concepts of dance kinesiology to performance and analysis of dance movement. (Active)

5. Rhythmic Analysis The student will be able to identify variations in rhythmic patterns and elements of music such as accents, beats, and phrasing as applied to dance movement. (Active)

6. Dance History The student will Identify and discuss seminal works in the development of Western theatrical dance. (Active)

**Student Learning Outcomes:**

Upon successful completion of this course, students will:

1. To gain a broader knowledge and experience in choreographic design. (PLO 2,3,5,6).
2. To develop the ability to critique and analyze a movement composition. (PLO 1,6)
3. To develop individuality in manipulating movement as related to phrasing, abstracting, editing and generating compositional ideas. (PLO 1,3,5).
4. To develop the ability to set movement phrases on more than one dancer and enhance skill in the rehearsal and performance process. (PLO 1,4,5).
5. To make informed decisions related to lighting, sound editing, costuming, set design and publicity. (PLO 2).
6. To provide an opportunity to present original choreography in a concert setting. (PLO 1).

For additional information on meaningful and measurable learning outcomes see the assessment resource page [http://www.sfasu.edu/assessment/index.asp](http://www.sfasu.edu/assessment/index.asp).

**III. Course Assignments, Activities, Instructional Strategies, and use of Technology:**

Please see the calendar of activities. Methodology includes labs and critical feedback. Video, DVDs and CDs will be used. The application of theatrical technology in lighting and sound will be utilized and discussed at a post-production meeting held on **Monday, April 22nd** from 4-5:15 with the DAN 480 class.

**Injury/Accident Statement:**

This course contains physical activity which may consist of but not limited to running, jumping, lifting, throwing, leaping, striking, etc. Participation in these activities comes with inherent risks of injury. Possible injures include, but are not limited to heat stroke, strains, sprains, scrapes, bruises, and fractures. By registering and participating in this course, students are aware of the possible injuries that may occur and acknowledge that they participate at their own risk. The university is not responsible for any medical costs.
associated with any injury students may sustain; therefore, students are strongly recommended to procure personal health and accident insurance to cover any medical costs. Students are encouraged to notify the instructor of any relevant prior medical history regarding injuries, surgeries, medications, or other considerations which may affect or impair participation in this course. If necessary, students will provide, upon request, a physician’s statement clearing them to participate in this course.

Procedures to be Followed for Injury or Accident of a SFA Student:
1. Administer appropriate first aid.
2. For a major medical emergency, a phone call should be placed to the University Police Department (UPD) (911). UPD will report to the scene of a medical emergency, assist with first aid, and contact an ambulance service.
3. Students may choose to report directly to the Student Health Services for minor first aid needs or routine medical services.
4. If assistance is needed in transporting the injured student, call the UPD non-emergency phone number at 936-468-2608.
5. The instructor should complete an accident report which can be obtained from the department office.

IV. Evaluation and Assessments (Grading):
This course is graded on a Letter Scale system (A, B, C, D, F). As required of the dance program and University policy, the student must make a “C” or higher to pass the course. To earn a grade of “A” the student must demonstrate excellence in the following:

- Show evidence of consistent weekly training in one’s dance technique classes.
- Participate fully and professionally in ALL studio rehearsals during school hours and non-school hours.
- Participate fully and professionally in ALL tech rehearsals leading up to the Danceworks concert.
- Participate fully and professionally in ALL post-production activities including strike and post-production meetings during class time.

*Roll will be taken by your professor and your specific Danceworks choreographer. The choreographer’s attendance sheets will be collected on a regular basis.

Rehearsal Participation: 100 points
CLASS Participation: 100 points
Technical Rehearsal Participation: 50 points
Show & Strike Participation: 50 points
BIO Submission: 20 points

*Note- If a student does not submit a bio on time, they will not have a bio in the concert program.
Grading Scale: 90% - 100% = A

80-89 = B

70-79 = C

60-69 = D

59 & lower = F

Participation: Daily Participation means committing to the class as well as the rehearsals, and is worth a considerable amount of the student’s final grade. For each class, the student has the opportunity to earn a total of 10 points by being on time, wearing the proper attire, showing a positive attitude, and giving 100% effort. The same point structure will be utilized for rehearsals. Students will lose points for being late, or leaving early, not wearing proper dance attire, slacking off, having a bad attitude, or being rude or disrespectful. Continued rude or disrespectful behavior may result in the student being removed from the piece(s) and/or the course. Students who choose to observe class will only earn partial points. No points can be earned if the student is absent for any reason.

Active and committed participation throughout each class and rehearsal is expected. Students are expected to practice dances between class sessions. This equates to 2 hours per week outside of class per credit hour.

It is recommended that any student who is ill should attempt to attend class unless they are contagious or confined to a bed. Any student who opts to observe and not participate will receive partial credit for that class. Class and rehearsal observation gives students a good learning opportunity to listen to explanations and corrections the instructor/choreographer has given out. Lack of participation for any sustained period of time due to illness, injury, or University sponsored events may result in needing to drop the course entirely.

Dance requires discipline, both internal and external. Discipline requires daily practice, focus, and effort. If you are unwilling to discipline yourself, and/or to be disciplined in the classroom, you may want to reconsider your field of study and/or career path.

Attendance:

Due to the class meeting once per week, each absence, after the 1st absence, will drop the student’s final grade by 1 full letter grade, assuming each student begins the semester with an A. For example: 2 absences = B, 3 absences = C, 4 absences = D. Any student who has 5 absences or more will result in an automatic failing grade and will not pass the class. An absence will be excused if the student notifies the instructor via email immediately, and presents a doctor’s note the very next class period that he/she is approved to return to class. Doctor’s notes will not be accepted at the end of the week, month, or semester if the student has already returned to class and forgot to bring the doctor’s note. The same consideration will be given for funerals and University sponsored events. Points will be deducted for students who leave class prior to dismissal.
If the student is tardy (more than 10 minutes late), they will be counted absent! For every 3 tardies, the student will receive 1 absence! Attendance will be strictly enforced. It is the responsibility of the student to keep track of their number of absences.

Rehearsal Attendance: Attendance is MANDATORY. If you have been cast in a piece and accepted that casting, you are committing to that work. **If you miss 4 HOURS of rehearsal for any reason, you will be released from that piece.** This means that if you miss the 2nd rehearsal of a 2-hour rehearsal (4th hour) or the 4th rehearsal of a 1-hour rehearsal (4th hour) you will be cut from that piece. If you are released from the piece, see attendance policy above. If you are released from all of the dances you have been cast in, you will need to drop the class or receive a failing grade.

Concert Attendance: Participate fully in the Danceworks Dance Concert. Attendance will be taken and will count towards your attendance/participation grade. You will be ON TIME to ALL calls (Call is when all dancers are required to be in attendance for technical rehearsals, dress rehearsals, and shows). Once called, and marked in attendance, **NO DANCER IS ALLOWED TO LEAVE THE FACILITY WITHOUT PERMISSION FROM THE INSTRUCTOR OF RECORD.**

Dress Code: Technique: Adhere to the dress code required by the professor for the technique classes.

Rehearsals: Dancewear, may include sweat pants or jazz pants/leggings. Dress in layers as you will be constantly warming up and cooling down. Choreographers may want you to wear form-fitting clothing so that they may see your lines and body shapes. Hair must be secured away from the face. Rehearsal time is not the time to look like a super model. Generally, you will work bare foot, but your choreographer may suggest other footwear. **DO NOT WEAR SOCKS!** You need to be able to feel the floor and they may cause you to slip and injure yourself. No cumbersome accessories, particularly jewelry.

Showings:

- Leotard and form-fitting leggings or tights. Men may also wear plain, form-fitting T-shirts tucked into leggings, jazz pants, sweatpants, joggers, or biker shorts. No extra clothing over the leotard and leggings.
- Bare feet for individual showings. As the pieces develop, decisions will be made about footwear for the performance. Once decided, dancers should dress accordingly for showings.
- Hair must be pulled back and secured away from the eyes and face, as well as be off of the shoulders. Style long hair in a secure braid, ponytail, or bun. If hair will be worn down for the performance, dancers should practice during the last two showings with it down.
- No cumbersome jewelry, hats, or gum. **Finger nails must not be any longer than 1/8th inch. NO POLISH on nails for the run of ALL performances.** Nail polish remover will be provided and is stored in the Pilates room, HPE 205.

Punctuality: Because others are relying on you, punctuality is essential. Consistent tardiness may result in dismissal from the piece. Notify your CHOREOGRAPHER and
your INSTRUCTOR if you will be late. **Although you may let a fellow cast member know of your situation, it is imperative that you understand that it is not their responsibility to relay information to your choreographer or instructor.**

Email: You must be able to access your email through MySFA. You need to check it Monday-Friday. If you send an email, the subject header must contain the course number, especially if you are using a non-SFA account. Your choreographer may set up another means of electronic communication, such as GroupMe, group Texting, etc. You are expected to respond to any communications you may receive regarding rehearsals, performances, and/or changes in the schedule in a timely manner (immediately or ASAP). I personally prefer to be contacted through the MySFA Outlook email rather than Brightspace. I will respond within 24-48 hours from the contact time. I will respond Monday through Friday.

**Rehearsal Etiquette:**

1. Adhere to studio regulations. If you need a snack to get you through rehearsal, eat or drink outside of the studio during breaks. Bring a water bottle and do not plan to run to the drinking fountain or the restroom if you are in the middle of rehearsal.
2. Give your full attention to all choreographers. If they are coaching other dancers in the piece, watch, listen, or work on other material in the choreography. Use your discretion as to whether it is appropriate to use the time to work out a step on your own. Avoid practicing material from another piece or class during a choreographer’s time. It is rude and disrespectful and will not be tolerated. Do not dismiss yourself from the rehearsal just because you are not needed at that moment.
3. Avoid giving notes to other dancers unless you are instructed to do so. This is considered very poor etiquette in a class or rehearsal.
4. Know that choreographers have different ways of working. Some may work quickly and expect you to learn material rapidly. Some may develop material more slowly, perhaps through improvisation. Some may conduct rehearsals in a seemingly relaxed atmosphere while others are more formal. Regardless of the setting, it is your job to adapt and stay focused. **However, if choreographers are not prepared for rehearsals, and you are sitting for long periods of time, and/or your choreographer cancels rehearsals excessively, you MUST let the instructor ASAP.**
5. Be sensitive to your colleagues. Be aware of others’ feelings. It is natural for friendships to form during the course of the semester but keep your energy open and inclusive.
6. Remember that this is a group activity, of which you are a part, and that the more you give, the more you will take away.

**Concert Etiquette:**

1. Dancers, cast members, choreographers, and crew should arrive on time or early for Call. Once you are called to a show or technical rehearsal, you are expected to stay on the premises until you are dismissed. This means that you need to bring
your food, homework, and any other important information with you. You will not be allowed to leave.

2. Coming late to call or not showing up will adversely affect your grade.

3. Sign in IMMEDIATELY to the call board/sign in sheet and then go put your belongings in the dressing room. If you are not signed in, you are considered absent, and points will be deducted from your grade.

4. Warm-up/Group class is required of everyone who is dancing, regardless of choreography status or number of pieces you are performing in. Warm-up is about building comradery and teamwork, as well as preparing your body for the show. It is your responsibility to remain warm until your performance.

5. NO FOOD OR DRINK in the Dressing rooms. NEVER eat in costume.

6. Concert tech or technical rehearsal can run long. Please EAT BEFORE you come, or bring food to eat in between runs or pieces that you are involved in. You may eat in the halls, cubbies, or in other designated spaces. YOU WILL NOT BE ALLOWED TO LEAVE TO GET FOOD. BRING IT WITH YOU.

7. CLEAN UP after yourself. Place make-up wipes, trash, and other containers in the garbage cans before you leave. Wipe down ALL tables and dressing areas. The dressing rooms are not your bedroom, you should leave it in better condition than how you found it!

8. NO video, facetime, or other social media during the run of the concert in the house/audience. If you wish to use social media, do so during technical rehearsals.

9. Cast members and choreographers should stay backstage once you are called and especially when the house is open. The exception to this is going to the bathroom. You may NOT go into the house to see parents, friends, etc. prior to the show or during intermission. We are training you to be professionals, so therefore you need to behave as such.

10. Cast members and choreographers may be called/assigned technical duties, including sound, lights, sweeping the floor, dressing room cleanup/check, etc.

11. ALL cast members must participate in Strike-check out with the Stage Manager (SM) or Faculty before you leave. This is part of your grade and will count towards your attendance/participation.

Class Etiquette:

Behavior: Cast members should challenge themselves to demonstrate exemplary behavior and performance in technique classes and on Wednesday showings. Be attentive and respectful. DO NOT talk during showings, particularly when your colleagues are dancing. Remember that Dance REQUIRES discipline, both internal and external. Discipline requires daily practice, focus, and effort. If you are unwilling to discipline yourself, and/or to be disciplined in the classroom, you may want to reconsider your field of study and/or career path.

Health and Stamina: Be sure to take care of your health. Adhere to a sensible strategy for good nutrition and rest. The University offers services in counseling and nutrition, so take advantage if you need to. Skipped meals or insufficient sleep, especially on rehearsal days, will jeopardize the entire cast as that pattern may result in poor concentration and
ability to take direction, low energy, muscular wakens/fatigue, and increased chances of injury.

Injury: In the case of injury, please follow the Injury Statement at the top of the syllabus. Neither the Department nor the University is responsible for any injury incurred by a student. It is strongly advised to carry your own health and accident insurance.

V. Tentative Course Outline:

<table>
<thead>
<tr>
<th>Week 1</th>
<th>1/15</th>
<th>Classes begin. First day of classes and rehearsals.</th>
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<tbody>
<tr>
<td>Class 1</td>
<td>1/17</td>
<td>Introductions/Syllabus/No Showings today.</td>
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<tr>
<th>Week 2</th>
<th>MLK: 1/20</th>
<th>No class, School Holiday</th>
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<tbody>
<tr>
<td>Class 2</td>
<td>1/23</td>
<td>1st Showing - dancers will show 1 minute of choreography during the Danceworks class 4-6:30pm</td>
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</table>

| Week 3          | Class 3: 1/29 | Choreographers and Dancers- Present manipulated choreography with dancers, paying attention to form, level and facings. Choreography is extended to 1 ½ minutes. |

| Week 4          | Class 4: 2/5 | Choreographers and Dancers- Present 2 minutes of choreography with dancers, paying attention to spatial design and elements of force and time. |

<table>
<thead>
<tr>
<th>Week 5</th>
<th>Class 5: 2/12</th>
<th>No Showings due to Rep Concert</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Repertory Dance Company Concert- 7pm Thursday, 7pm Friday and 3pm Saturday at Cole Concert Hall on campus (Building to the left of Austin Bldg.)</td>
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</tbody>
</table>

| Week 6          | Class 6: 2/19 | Choreographers and Dancers- Present extended or cleaned choreography. Continue working spatial design and elements with force and time. Dancers are not to purchase costumes other than possible shoes or a nude leotard. |

| Week 7          | Class 7: 2/26 | Choreographers and Dancers- Present 2 ½ to 3 ½ minutes of choreography experimenting with music ideas. Have dancers run pieces in prospective costumes/color pallets. |

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<tr>
<th>Week 8</th>
<th>Class 8: 3/4</th>
<th>Choreographers and Dancers- Present a cleaned dance, up to 3 ½ minutes, with music.</th>
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<tbody>
<tr>
<td></td>
<td>3/7-3/15</td>
<td>SPRING BREAK</td>
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</table>
3/16 Begin writing bio’s. **Bio’s are due by Friday, March 28th emailed to the instructor.**

Class 9: 3/18 Choreographers and Dancers- Present 4 minutes of choreography.

**Week 10**
Class 10: 3/25 Choreographers and Dancers- Present complete dance in show order. Costumes are complete. Hang posters by the end of the week around Nacogdoches, campus, surrounding towns, FB, Twitter, Snapchat, etc.

**Week 11**
Class 11: 4/1 Run the show in show order in costume. Costumes, lighting, and music should be complete and ready on disc.

Class 12: 4/8 Run the show in show order in costume.

4/9-4/10 EASTER BREAK

**Week 13**
See Danceworks Schedule below.

**Week 14**
Class 13: 4/20 Post-Production 4-5:15 in HPE 201, dance studio.

4/23 AUDITIONS 4-7pm Next Semester Danceworks and Repertory Dance Company

**Week 15**
4/27 Juries begin for technique classes

4/29 3:45 Call-time for 4:00pm Informal Concert.

**Week 16**
Finals Week

**Tentative Danceworks Schedule (May be subject to change): November 11-16, 2019**

4/13 Set up light trees 4pm, Light Tech first half of show. Dances have a limit of 4-5 light cues.

4/14 Light Tech second half of show. Dances have a limit of 4-5 light cues.

4/15 Dress Rehearsal: call 4pm, warm up 4:30-5:30pm, crew sweep 5:45pm, 6pm run the show. Possible second run.

4/16 Opening night: Crew call 4:00pm to mop, Dancer call 5pm, warm up 5:15-6:15pm, Show 7pm.

4/17 Second show. Crew call 4:30pm, Dancer call 5pm, warm up 5:15-6:15pm, show 7pm.

4/18 Final show. Call 1pm, warm up 1:15-2:15pm, show 3pm.

STRIKE AND FLIP/MOP MARLEY

**Order of Strike:**
- Light trees, lights, board & cables/Clean Dressing rooms/Costume Check-in.
- Pull up/stack chairs, risers up & barres out.
- Move risers, platforms, stairs, tech table, and chairs to appropriate locations.
• Place art on the walls, sweep & mop floors, clean mirrors, bag trash and set it outside of the dressing rooms & lobby.
• Check out.

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<tr>
<th>Assignment/Assessment</th>
<th>CAEP/AAHE</th>
<th>TEA</th>
<th>ISTE</th>
<th>InTasc</th>
<th>NDA/SHAPE</th>
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<tbody>
<tr>
<td>Weekly showings</td>
<td>1.2k, 1.3k, 1.4k, 1.5k, 1.6k, 1.7k, 1.8k, 1.9k, 2.10k, 5.6s, 5.7s</td>
<td>1.2k, 1.3k, 1.4k, 1.5k, 1.6k, 1.7k, 1.8k, 1.9k, 2.10k, 5.6s, 5.7s</td>
<td>2c</td>
<td>1</td>
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<tr>
<td>Performance</td>
<td>1.7s, 1.8s, 3.1s, 3.13s, 3.14s, 4.10s, 6.8s</td>
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<td>3q, 8e</td>
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<tr>
<td>Post Production</td>
<td>1.5</td>
<td>3.8s, 5.8s</td>
<td>1c, 2a</td>
<td>2n, 3q</td>
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<tr>
<td>Reflection</td>
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<tr>
<td>Journals</td>
<td>1.5</td>
<td>1.6k, 3.1k, 1.9s, 1.11s, 3.2s, 5.8s</td>
<td>2a, 4a</td>
<td>1a, 2b</td>
<td>7</td>
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*Tentative Schedule. All dates are subject to change

VI. Recommended Reading:
All articles will be available on D2L Brightspace.

Required Attire:
Tops: leotards, sports bras or compression shirts that do not rise. Compression shirts must be very fitted and tucked in. Solid or two-tone, no patterns.

Bottoms: shorts that cover your bottom or leggings. You may wear short-length track shorts over leggings. You will not wear basketball shorts with just briefs underneath. You will need biker shorts underneath. If you are going to wear just leggings, you need to wear a dance belt. Solid or two-tone, no patterns.

Warm-ups are allowed for the beginning of class. Once warm-up is over, they need to be removed. Failure to adhere to dress code will result in points deducted from participation grade.

Hair: must be pulled back into a secure bun or ponytail with no bangs in the eyes.

Shoes: Jazz shoes will need to be worn for every class. Jazz shoes fit tighter than your everyday tennis shoe or sandal. They fit like thick socks. It is recommended to go in person to a dance store to get sized. Jazz shoe checks will begin on January 27th.
VII. Course Evaluations:
“Near the conclusion of each semester, students in the College of Education electronically evaluate courses taken within the COE. Evaluation data is used for a variety of important purposes including: 1. Course and program improvement, planning, and accreditation; 2. Instruction evaluation purposes’ and 3. Making decisions on faculty tenure, promotion, pay, and retention. As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the COE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!”

In the College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. **Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.**

VIII. Student Ethics and Other Policy Information:

**Attendance:**
Each student is allowed to miss **2 individual classes for any reason**, i.e. sick, tired, skipping, sleeping, traveling. Each additional absence, after the initial 2, will drop the student’s final grade by 1 full letter grade. For example: 3 absences = B, 4 absences = C, 5 absences = D. **Any student who has 6 absences or more will result in an automatic failing grade and will not pass the class.** An absence will be excused if the student notifies the instructor when late and when the student presents a doctor’s note the next class day that he/she is ok to return to class. **Doctor’s notes will not be accepted at the end of the week, month, or semester if the student has already returned to the class and forgot to bring the doctor’s note.** Points will be deducted for students who leave class prior to dismissal. **For every 3 tardies, the student will receive 1 absence!** **Attendance will be strictly enforced.** It is the responsibility of the student to keep track of their number of absences. The student may ask the instructor on the amount of absences accrued, but please do this at the end of the class or during office hours.

**Classroom Rules of Conduct:**
1. Please be on time. It is considered disrespectful to walk into a dance class late. If the student is over 2 minutes tardy, he/she/they will be deducted points from their daily participation grade. If the student is over 5 minutes late, he/she/they will need to fill out an Observation Form. Texting your friend to tell me that you are running late does not excuse you. This can only be used in bad weather situations.
2. No cell phones in the dance studio while class is in session. Cell phones can be very distracting and annoying. If you need to charge your phone, do so in the lobby.
3. Please no food or drink in any of the dance studios. Please help keep the dance space clean and bug free! Bottled water is acceptable. No flavored water or water infused with fruit. **ABSOLUTELY NO GUM!**
4. Pick up after yourself and throw away any trash you might bring into the dance space.
5. Be respectful of others. This is a place of learning and once you step into the studio, you are all on the same level. Be positive with yourself and with others. This should be a safe place for you to grow as a dancer and to feel comfortable with yourself.

Emails:
Students should expect a response to emails within 24-48 hours from their contact efforts. I will respond within a 5-day window (Monday- Friday). All emails must go to sanchezs12@sfasu.edu. I prefer the Mysfa Outlook account. Do not text, Groupme, Instagram direct message, Facebook direct message or Remind direct message me for academic matters i.e. running late, being absent, requesting a grade check…etc.

Class Attendance and Excused Absence: Policy 6.7
Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports (including the first 12 day attendance report) and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004/468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disability services/.

Student Academic Dishonesty: Policy 4.1
Abiding by university policy on academic integrity is a responsibility of all university faculty and students. Faculty members must promote the components of academic integrity in their instruction, and course syllabi are required to provide information about penalties for cheating and plagiarism, as well as the appeal process.
Definition of Academic Dishonesty

Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:
- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including citations, on an assignment;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to:
- submitting an assignment as one's own work when it is at least partly the work of another person;
- submitting a work that has been purchased or otherwise obtained from the Internet or another source;
- incorporating the words or ideas of an author into one's paper or presentation without giving the author credit.

Penalties for Academic Dishonesty

Penalties may include, but are not limited to, reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university.

Student Appeals

A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

Withheld Grades: Policy 5.5

At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Active Military Service (6.14)]. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Student Code of Conduct: Policy 10.4

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This policy applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class
regularly or who perform poorly on class projects/exams may be referred to the iCare: Early Alert Program at SFA. Information regarding the iCare program is found at http://www.sfasu.edu/judicial/earlyalert.asp or call the office at 936-468-2703.

Additional Information:
Code of Ethics for the Texas Educator:
The Texas educator shall comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom. The Texas educator, in maintaining the dignity of the profession, shall respect and obey the law, demonstrate personal integrity, and exemplify honesty and good moral character. The Texas educator, in exemplifying ethical relations with colleagues, shall extend just and equitable treatment to all members of the profession. The Texas educator, in accepting a position of public trust, shall measure success by the progress of each student toward realization of his or her potential as an effective citizen. The Texas educator, in fulfilling responsibilities in the community, shall cooperate with parents and others to improve the public schools of the community. This chapter shall apply to educators and candidates for certification.


To complete Certification/Licensing Requirements in Texas related to public education and other professional settings, you will be required to:

1. Candidates must undergo a criminal history background check prior to clinical teaching and prior to employment as an educator. The public school campuses are responsible for completing the criminal background check. A person who is enrolled or planning to enroll in a State Board for Educator Certification-approved educator preparation program or planning to take a certification examination may request a preliminary criminal history evaluation letter regarding the person's potential ineligibility for certification due to a conviction or deferred adjudication for a felony or misdemeanor offense.

A Preliminary Criminal History Evaluation is a non-mandatory, non-binding evaluation of an individual’s self-reported criminal history. In addition, the agency obtains your name-based Texas criminal history information. The service is provided to the requestor for a non-refundable fee. The requestor will receive an evaluation letter by email from agency staff advising of potential ineligibility for educator certification.

You are eligible to request a Preliminary Criminal History Evaluation if:
• You enrolled or planning to enroll in an educator preparation program or
• You are planning to take a certification exam for initial educator certification, and
• You have reason to believe that you may be ineligible for educator certification due to a conviction or deferred adjudication for a felony or misdemeanor offense.
You are not eligible for a preliminary evaluation of your criminal history if you do not have a conviction or deferred adjudication for a felony or misdemeanor offense.

In addition, you must complete the fingerprinting process when you apply for certification. Participation in the evaluation does not preclude you from submitting to a national criminal history review at the time you apply for your educator certification. Your criminal history will be reviewed and you may be subject to an investigation based on that criminal history, including any information you failed to submit for evaluation. Additional information can be found at https://tea.texas.gov/Texas_Educators/Investigations/Preliminary_Criminal_History_Evaluation-FAQs/.

2. Provide one of the following primary ID documents: passport, driver’s license, state or providence ID cards, a national ID card, or military ID card to take the TExES exams (additional information available at http://www.tx.nesinc.com/PageView.aspx?f=GEN_Tests.html. YOU must provide legal documentation to be allowed to take these mandated examinations that are related to certification/licensing requirements in Texas. If you do not have legal documentation, you may want to reconsider your major while at SFASU.

3. Successfully complete state mandated a fingerprint background check. If you have a history of criminal activity, you may want to reconsider your major while at SFASU.

For further information, contact the Office of Assessment and Accountability at 936-468-1282 or edprep@sfasu.edu.

IX. Other Relevant Course Information: