Please, click on the following link to access A&M-Commerce Covid 19 Information, https://new.tamuc.edu/coronavirus/

THE 1341.001 STAGE MAKEUP
COURSE SYLLABUS: FALL 2021

INSTRUCTOR INFORMATION

Instructor: Donna Deverell, MS
Office Location: Performing Arts Center 104
Office Hours: By Appointment Only
Office Phone: (903) 468-3194
Office Fax: (903) 468-3250
University Email Address: donna.deverell@tamuc.edu
Preferred Form of Communication**:** Email
Communication Response Time: Within one (1) business day

COURSE INFORMATION

Textbook(s) Required: *Stage Makeup: 11th Edition* by Richard Corson, James Glavan, and Beverly Gore Norcross
ISBN 978-0-367-18332-5

Software Required:
- Access to D2L via MyLeo
- Word-processing software (Microsoft Word, Google Docs, etc.)
- Presentation software (PowerPoint, Google Slides, etc.)

Required Materials:
- Ben Nye Crème Pro Makeup Kit
- Vellum (translucent tracing) paper
- Pencils (regular and color)
- Scissors
- Assortment of paint brushes

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- - Various sizes and shapes, up to 1"
  - Do not spend a lot of money on these! Some of them will not be reusable due to the materials we use, and I do not want you throwing money away.
- Skincare of your choice
  - Makeup remover (cold cream, micellar water, makeup wipes, etc.)
  - Cleanser
  - Moisturizer
- Disposable mixing surface (cheap paint palette, paper plates, etc.)
  - Do not spend a lot of money on these! Some of them will not be reusable due to the materials we use, and I do not want you throwing money away.
- Mixing knife (palette knifes or disposable plastic knives)
- Comb
- Hairbrush
- Makeup wipes (prepare to purchase a lot of these)
- Glue stick
- Makeup sponges (prepare to purchase a lot of these)
- Makeup pencil sharpener
- Other materials as needed for individual projects throughout the semester

Recommended Materials:
- Makeup storage (makeup kit, tackle box, etc.)
- Smock or makeup/paint shirt
- Headband, hair ties, and/or bobby pins
- Towel or washcloth
- Paper towels
- Cotton balls or cotton pads
- Razor and shaving cream
- Small hairdryer
- Makeup brush set
- Makeup blender

Course Description

Student Learning Outcomes
1. Students will learn the history and function of makeup for stage and film, and its relevance to modern usage.
2. Students will learn theatrical design techniques as they relate to theatrical makeup.
3. Students will research, design, and execute stage makeup looks in accordance with professional industry trends and safety standards.

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COURSE REQUIREMENTS

Minimal Technical Skills Needed

1. Students must be able to navigate D2L via MyLeo.
2. Students must be able to use word processing and presentation software.
3. Students must be able to check their email regularly.
4. Students must be able to conduct research, including online and analogue sources.
5. Students must be able to upload handwritten paperwork to D2L.

Instructional Methods

1. The instructor will provide historical and academic instruction on makeup use, design, and application.
2. The instructor will provide tutorials on common theatrical makeup techniques.
3. Students will be provided with class time to practice and receive feedback from the instructor, fellow students, and other faculty and/or guest artists.
4. Students will research, design, prepare paperwork, and execute various makeup looks based on tutorials, feedback, and personal exploration and experimentation.
5. Paperwork will be submitted virtually BEFORE execution of the look, as posted in D2L.
6. Students will execute their designed look onsite, during the posted class time. The instructor will photograph the looks at the end of class for grading. Physical paperwork will be stapled together and turned in at that time.
7. Students will be required to complete other assignments, quizzes, etc. as assigned by the instructor.
8. Students will compile a makeup "morgue," or collection of reference photographs for use in research and design. Specifics will be outlined via D2L.

Student Responsibilities or Tips for Success in the Course

1. Attendance AND participation are required. *Note that attendance alone does not constitute participation.* Promptness, attendance, and attentiveness are valued in this class.
2. All portions of each assignment must be completed to receive credit.
3. Students are encouraged to practice makeup techniques outside of scheduled class time.
4. Communication is key. Students should feel free to contact the instructor with any questions, concerns, or to meet any individual needs.

GRADING

Final grades in this course will be based on the following scale:

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Total points corresponding to the final letter grades
A = 900 - 1000 Points
B = 800 - 899 Points
C = 700 - 799 Points
D = 600 - 699 Points
F = 599 or Fewer Points

Assessments
- Attendance/Participation = 50 Points
- Assignments = 100 (total)
- Projects #1, 2, 3 = 50 Points (each)
- Projects #4, 5, 6, 7 = 100 Points (each)
- Makeup Morgue = 100 Points
- Final Project = 200 Points

Project Evaluation:
- Paperwork – 15%
  - Character Profile
  - Makeup Color Chart
  - Rendering
- Completion – 15%
  - Completed in allotted time
- Neatness and Readability – 35%
  - Neatly done and appropriate for the theatre space in which it is intended
- Creativity – 35%
  - Creativity and complexity in designing the character
  - Well planned and executed

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements

LMS Browser Support:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

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YouSeeU Virtual Classroom Requirements:
https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

https://community.brightspace.com/support/s/contactsupport

Interaction with Instructor Statement

If at any time you need further instruction, explanation, or assistance, feel free to speak with me at your convenience. I have an open-door policy with all students. If you do not feel that you are getting what you need, please let me know. I cannot help you find a solution if I do not know there is a problem.

Please observe the following basic email etiquette:
- Informative subject line
    - Class name and/or number
    - Topic of discussion
    - Good ideas
        - Practicum Hours
        - MWF Intro Quiz

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- - - Cosplay Question
  - o Bad ideas
    - - Question
    - (No Subject Line)
- Address me by name
  - o Donna is preferable. Ms. Donna is fine if you don't feel comfortable using only my first name.
- Salutation
  - o Does not have to be "formal"
  - o A simple "Good morning" or "Hello" is fine
  - o "Niceties" are always a good idea
    - - "I hope you're having a nice day."
    - "I trust you had a great weekend."
    - "Congrats on being so awesome."
- BRIEFLY AND CONCISELY state what you need
  - o If you cannot express your needs a few sentences, consider requesting an appointment.
  - o If requesting an appointment, PLEASE:
    - - State the reason
      - • "I would like to discuss my grade."
      - • "I have a question about XYZ"
    - GIVE YOUR SPECIFIC AVAILABILITY
      - • Good idea
        - o "I am available Monday 1-3, Tuesday after 2:30, and Wednesday for an hour after our class."
      - • Bad idea
        - o "What works for you?"
        - o "I'm free whenever."
    - At least one (1) business days' notice
      - • Good idea
        - o "I'm available this afternoon after 2:00, but I understand that is very short notice. I will be available tomorrow at…"
      - • Bad idea
        - o "Can I come by after class in an hour?"
- Sign off
  - o Does not have to be "formal"
  - o A "thank you" is always appreciated
  - o Give your name
    - - Always a good idea to provide CWID, especially if paperwork is involved

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COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies
1. Assignment information (including requirements, due dates, etc.) will be posted in D2L.
2. Acceptance of late work is at the discretion of the instructor.

Syllabus Change Policy
The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct
All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook. http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: https://www.britannica.com/topic/netiquette

TAMUC Attendance
For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01. http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

Academic Integrity
Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03
Undergraduate Student Academic Dishonesty Form

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf

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[Graduate Student Academic Dishonesty Form](http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf)

http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus

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document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedure
s/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit **www.tamuc.edu/counsel**

COURSE OUTLINE / CALENDAR

Week 1	8/30 – 9/5	Introduction/Syllabus History and Use of Makeup
Week 2	9/6 – 9/12	Design Principles Color Theory Sept. 6 – NO CLASS (LABOR DAY)
Week 3	9/13 – 9/19	Modeling with Highlights and Shadows Paperwork
Week 4	9/20 – 9/26	Contouring Sept. 21 – MUST HAVE MAKEUP KIT FOR CLASS
Week 5	9/27 – 10/3	Textures Sept. 30 – NO CLASS (TxETA)
Week 6	10/4 – 10/10	Textures Oct. 7 – PROJECT #1-NATURAL MAKEUP DUE
Week 7	10/11 – 10/17	Brow Blocking Oct. 14 – PROJECT #2-OLD AGE DUE
Week 8	10/18 – 10/24	Facial Hair Oct. 21 – PROJECT #3-SLIM/STOUT DUE

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Week 9	10/25 – 10/31	Nose and Scar Wax Latex Oct. 28 – PROJECT #4-GENDERBEND DUE
Week 10	11/1 – 11/7	Cuts Bruises Burns Nov. 4 – PROJECT #5-CREATURE FEATURE DUE
Week 11	11/8 – 11/14	Blood Recipes Moulage Nov. 11 – PROJECT #6-NONREALISTIC DUE
Week 12	11/15 – 11/21	Final Project Discussion Nov. 18 – PROJECT #7-WOUNDS DUE
Week 13	11/22 – 11/28	Nov. 23 – FINAL PROJECT PROPOSAL DUE Nov. 25 – NO CLASS (THANKSGIVING BREAK)
Week 14	11/29 – 12/5	Final Project Work/Prep
Week 15	12/6 – 12/12	Final Project Work/Prep
Week 16	12/13 – 12/17	FINALS WEEK

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