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## **THE 349 – Costume Design**

COURSE SYLLABUS: Fall, 2021

### **INSTRUCTOR INFORMATION**

Instructor: Andrea Williams

Office Location: PAC 107

Office Hours: Wed. 2:00 pm – 3:30 pm & Thurs. 1:00 pm – 3:00 pm

University Email Address: Andrea.Williams@amuc.edu

Preferred Form of Communication: **e-mail**

Communication Response Time: Monday 9:00am-Friday 4:00pm = within 24 hours

### **COURSE INFORMATION**

Textbooks Required:

Costume Designer's Handbook 2<sup>nd</sup> Edition by Rosemary Ingham and Liz Covey

Stick Fly by Lydia Diamond

The Belle's Stratagem by Hannah Cowley

Art Materials for drawing and painting

Sketchbook

Pencils

Watercolors/Colored Pencils (an artist brand not Crayola or the like)

Appropriate art paper as needed

Required Viewing:

*Addams Family the Musical*

Directed by Duncan Michael

Produced in the Main Stage Theatre by the University Playhouse at A&M

Commerce

October 19-23 7:30 pm, October 24<sup>th</sup> at 3pm

*The syllabus/schedule are subject to change.*

*In the West*

Directed by Dr. Carrie Klypchak

Produced in the Main Stage Theatre by the University Playhouse at A&M Commerce

November 16<sup>th</sup>-20<sup>th</sup> 7:30pm November 21<sup>st</sup> 3:00pm

Tickets are available for a nominal fee from the University Playhouse Box Office (PAC 101) from

1:00 p.m. - 5:00 p.m. on weekdays.

Or, you may make advance reservations by phone at any

time by calling 903-886-5900 or by email at [playhouseboxoffice@tamuc.edu](mailto:playhouseboxoffice@tamuc.edu)

### **Course Description**

Provides the student with the basic knowledge of costume design. Familiarizes students with the methods, materials, vocabulary, concepts, and processes involved in the design of costumes for theatre production. Emphasis of this course will be on the process of how to design, how to think like a designer, and how to communicate as a designer

**Student Learning Outcomes** (Should be measurable; observable; use action verbs)

1. Recognize and utilize design terminology, color theory and visual composition to communicate conceptual ideas for a theatrical costume design
2. Interpret analysis of text into design ideas using research and visual inspiration
3. Demonstrate insight into text and design idea development using the theatrical design communication tools of collaging and rendering
4. Analyze a script for design use and insight
5. Visually articulate design ideas through the clear and concise presentation of research and designs.

### **Activities/Assignments:**

Topic Assignments (9):	180 pts (20 pts each)
Stick Fly Analysis:	40 pts
Stick Fly Designs	50 pts
Cirque Designs	75 pts
Create the Character:	50 pts
Belle's Stratagem Analysis:	50 pts
Belle's Stratagem Roughs	40 pts
Belle's Stratagem Finals:	100 pts
Production Response Papers (2)	50 pts (25 pts each)
Total:	635 pts.

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## **Student Responsibilities or Tips for Success in the Course**

This class will meet in person unless circumstances require that to change. It is your responsibility to show up on time with all materials needed for class. Please take responsibility for your own health, if you are sick, stay home. If that sickness persists, see a doctor. A doctor's note or positive Covid test that requires you to stay home will count for excused absences. You will still be responsible for all assignments, but the missed classes will not count against you.

To truly succeed in this course, you need to be present and prepared.

### **GRADING**

**SEMESTER GRADING SCALE:** The following grading scale will be used to determine all individual grades as well as the student's overall grade in the course:

A=90%-100% (Exceptional Quality Work); B=80%-89% (Good Quality Work); C=70%-79% (Average Quality Work); D=60%-69% (Below Average Quality Work); F=0%-59% (Fails to Meet Acceptable Expectations in Quality of Work)

### **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](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

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## 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](mailto: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.

### 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 during this course you need further explanation or should need to speak with me about the course or its outcomes, please see me in my office during office hours or schedule an appointment.

I am also available by email. **Please communicate, I can't help if I don't know there's an issue or a question.**

#### **Email Policy:**

Before sending me an email with a general course-specific question, review your syllabus/look at the handouts/check myLeo Online/ask a classmate first. If your question has already been addressed in one of those places, then you will have the answer you need. If your question does not exist, please feel free to email me.

When emailing me: Please make your emails clear and concise, written with proper grammar in order to assure my earliest attention. In addition, please follow some common "email etiquette" procedures in order to keep our electronic communication effective and efficient.

#### **Specifically:**

- Write a relevant subject line (e.g., "Costume Design question," or "THE 349 meeting request")
- Address me by name (ie: "Dear Professor Williams" or "Hi Andrea" or just "Andrea")
- Bonus: "meaningless niceties" are never a bad idea!
- Concisely state what it is you need. If it can't be communicated in a concise manner,

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perhaps request an appointment. **If requesting an appointment, give me times that you are available in the initial email!!!** My office hours are listed on this syllabus.  
•Use a "sign-off" ("Thank you" is always good) and sign your name.

Not following these guidelines potentially puts you at the bottom of my list for response time.

Do not message me via Facebook or other types of social media about anything course related.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific:**

#### **Attendance and Late Policy:**

Each student is allowed 2 absences during the semester. Additional absences will result in the lowering of your final grade by one full letter grade per absence. Emergencies, medical conditions, or unforeseen circumstances resulting in absences beyond 3 days may be excused at the discretion of the professor. Notify me via email before the class is to be missed. Each student is responsible for making up class work, assignments, tests, etc. due to absences. If you are more than 10 minutes late to class it will count as an absence. Every two late arrivals (coming in after the start but before the 10 minute grace passed) will count as an absence.

Students are expected to come to class prepared with homework completed and the materials need for participation in class. This will often include your art supplies. If you come unprepared for class it will count as an absence.

**Cell Phones:** Please turn off all cell phones during class. Please do not check messages or engage in text messaging during class. This is disruptive to the flow of the class.

**Late Work:** I do not accept late work.

**Extra Credit:** Can be offered 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.

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## 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>

[Graduate Student Academic Dishonesty Form](#)

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

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

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## **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](mailto: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](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/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.

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## **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](http://www.tamuc.edu/counsel)

### **COURSE OUTLINE / CALENDAR**

Week 1 (Aug 30<sup>th</sup> & Sept 1<sup>st</sup>)  
September 1 – Topic 1 Assignment Due

Week 2 (Sept. 6<sup>th</sup> & 8<sup>th</sup>)  
\*NO CLASS SEPTEMBER 6<sup>th</sup> – LABOR DAY  
September 8<sup>th</sup> – Topic 1 Due  
Read *Stick Fly*

Week 3 (Sept. 13<sup>th</sup> & 15<sup>th</sup>)  
Sept. 13<sup>th</sup> – *Stick Fly* Analysis Due  
Sept. 15<sup>th</sup> – Topic 2 Due

Week 4 (Sept. 20<sup>th</sup> & 22<sup>nd</sup>)  
Sept. 20<sup>th</sup> – *Stick Fly* Designs Due  
Sept. 22<sup>nd</sup> Chapter 2 due  
How to Figure draw

Week 5 (Sept. 27<sup>th</sup> & 29<sup>th</sup>)  
\*NO CLASS MONDAY SEPTEMBER 27<sup>th</sup>  
Sept 29<sup>th</sup> – Topic 4 Due  
Drawing Clothes

Week 6 (Oct. 4<sup>th</sup> & 6<sup>th</sup>)  
Oct. 4<sup>th</sup> – Topic 5 Due  
Coloring your renderings  
October 6<sup>th</sup> – Topic 6 Due

Week 7 (Oct. 11<sup>th</sup> & 13<sup>th</sup>)  
October 13<sup>th</sup> – Topic 7 Due  
Applying the elements of Design

Week 8 (Oct. 18<sup>th</sup> & 20<sup>th</sup>)  
October 18<sup>th</sup> – Topic 8 Due

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Week 9 (Oct. 25<sup>th</sup> & 27<sup>th</sup>)  
October 25<sup>th</sup> – Topic 9 Due

Week 10 (Nov. 1<sup>st</sup> & 3<sup>rd</sup>)  
Nov. 1<sup>st</sup> – Cirque Designs Due  
How to design for a character not a body

Week 11 (Nov. 8<sup>th</sup> & 10<sup>th</sup>)  
October 10<sup>th</sup> – Body Types Project due

Week 12 (Nov. 15<sup>th</sup> & 17<sup>th</sup>)  
November 15<sup>th</sup> – Chapter 3 due  
November 17<sup>th</sup> – *Belle's Stratagem* Analysis due  
Period costume research

Week 13 (Nov. 22<sup>nd</sup> & 24<sup>th</sup>)  
\*NO CLASS WEDNESDAY NOVEMBER 24<sup>th</sup> – THANKSGIVING BREAK  
November 22<sup>nd</sup> – Topic 9 Due

Week 14 (Nov. 29<sup>th</sup> & Dec. 1<sup>st</sup>)  
November 29<sup>th</sup> Chapter 4 due  
December 1<sup>st</sup> – *Belle* Roughs due  
Swatching

Week 15 (Dec. 6<sup>th</sup> & 8<sup>th</sup>)  
December 6<sup>th</sup> – Chapter 5 due  
How to render fabric

Week 16 – FINALS!

**The Final for This Class is Wednesday December 15<sup>th</sup> 10:30 am – 12:30 pm**

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