NEW COURSE PROPOSAL
Undergraduate Programs

UUPC Approval _9/8/25_
UFS Approval _____
SCNS Submittal _____
Confirmed _____
Banner Posted _____
Catalog _____

FLORIDA ATLANTIC UNIVERSITY

Department

College

*(To obtain a course number, contact **erudolph@fau.edu**)*

Prefix **Number** ___L	*(L = Lab Course; C = Combined Lecture/Lab; add if appropriate)* **Lab** L **Code**	**Type of Course**	**Course Title**

Credits *(See Definition of a Credit Hour)* **Effective Date** *(TERM & YEAR)*	**Grading** *(Select One Option)* **Regular** **Sat/UnSat**	**Course Description** *(Syllabus must be attached; see Template and Guidelines)*

Prerequisites, with minimum grade*	**Corequisites**	**Registration Controls** *(Major, College, Level)*

***Default minimum passing grade is D-.** Prereqs., Coreqs. & Reg. Controls are enforced for all sections of course*

WAC/Gordon Rule Course **Yes** **No** WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to proposal. See WAC Guidelines.	**Intellectual Foundations Program (General Education) Requirement** *(Select One Option)* General Education criteria must be indicated in the syllabus and approval attached to the proposal. See Intellectual Foundations Guidelines.

Minimum qualifications to teach course

Faculty Contact/Email/Phone	**List/Attach comments from departments affected by new course**

Approved by	*Date*
Department Chair _Thomas M Frank_	April 4, 2025
College Curriculum Chair _Robin Larson_	08/25/2025
College Dean	08/27/2025
UUPC Chair _Korey Sorge_	9/8/25
Undergraduate Studies Dean _Dan Meeroff_	9/8/25
UFS President	
Provost	

Email this form and syllabus to mjenning@fau.edu seven business days before the UUPC meeting.

TPP 2204L
Production Foundations
WF 1:00p-3:20p
1 credit

Semester, Year
Prof. XXXXX YYYYY
Office: XXXXXX
Office hours: MWF 11-12
Classroom: XXXX
Telephone: 561-297-XXXX
Email: zzzzz@fau.edu

TA name	xxxxxx xxxxxxxxx
Office	xxxxxxxx
Office hours	MWF xx:xx – xx:xx
Telephone	561-297-xxxx
Email	xxxxxx@fau.edu

Course Description

Hands-on course introducing technical theatre production. Students learn safety protocols, crew positions, tool usage, and set construction. Covers technical drawings, cut lists, and flat building. Emphasizes practical skills, safety, and collaboration. Ideal for theatre enthusiasts seeking behind-the-scenes knowledge.

Instructional Method
In person with no remote option

Course Objectives/Student Learning Outcomes

- Demonstrate comprehensive knowledge of theatre safety protocols and emergency procedures
- Apply skills and techniques in working with the materials of technical theatre, including those involved in the creation of sets, costumes, makeup, lights, and sound
- Understand and execute the responsibilities of various running crew positions, including back stage production, lighting, and sound
- Demonstrate proficiency in using and maintaining basic hand tools and power tools commonly used in theatre production
- Read and interpret technical drawings and create accurate cut lists for scenic elements
- Demonstrate the ability to construct, cover, and finish standard theatrical flats and other basic set pieces.
- Collaborate effectively with other students in the creation and execution of theatrical work

- Apply problem-solving skills in the creation of artistic work, particularly in scenic construction
- Understand and apply basic design principles in the context of theatrical set construction
- Demonstrate an understanding of the production process, from initial planning to final execution

Course Evaluation Method

Safety equipment and proper attire (10%) Providing the required safety equipment and tools to work in the lab space. You will receive credit for each lab period you bring your safety equipment and have proper attire to work on that day.

Small scale projects (30%-- 10% for each project) You will be assigned a specific project related to one of the main activities in each module. These activities will require you to complete the work during lab time in the shop.

Run crew project(40%) Participate in a run crew position on one of the mainstage theatre productions in the department of Theatre and Dance. Please see the grading rubric for details on expectations and requirements for the project.

Final project (20%) demonstrate an understanding of the production process by creating a cut list from a provided drawing and using your cut list, build the item provided.

Course Grading Scale

A = 100-91%, B = 81-90%, C = 71-80%, D = 65-70%, F = 64-0%

Policy on Makeup Tests, Late Work, and Incompletes (if applicable)

As there is no homework, tests, or work this section is not applicable.

Special Course Requirements (if applicable)

Students will need to purchase safety googles (Z81 rated) and ANSI approved ear protection to be worn at all times when using tools in the laboratory. In addition, all student should plan to have proper foot attire (closed toe shoes at a minimum, Leather shoes better, Steel toed boots are the best) and clothing appropriate for lifting, painting, and generally getting messy.

Attendance Policy

Students are expected to attend all of their scheduled University classes and to satisfy all academic objectives as outlined by the instructor. The effect of absences upon grades is determined by the instructor, and the University reserves the right to deal at any time with individual cases of non-attendance. Students are responsible for arranging to make up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations or participation in University-approved activities. Examples of University-approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances and debate activities. It is the student's responsibility to give the instructor notice prior to any anticipated absences and within a reasonable amount of time after an unanticipated absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the

opportunity to make up work missed without any reduction in the student's final course grade as a direct result of such absence.

Artificial Intelligence Preamble

FAU recognizes the value of generative AI in facilitating learning. However, output generated by artificial intelligence (AI), such as written words, computations, code, artwork, images, music, etc., for example, is drawn from previously published materials and is not your own original work.

FAU students are not permitted to use AI for any course work unless explicitly allowed to do so by the instructor of the class for a specific assignment. [Policy 12.16 Artificial Intelligence]

Class policies related to AI use are decided by the individual faculty. Some faculty may permit the use of AI in some assignments but not others, and some faculty may prohibit the use of AI in their course entirely. In the case that an instructor permits the use of AI for some assignments, the assignment instructions will indicate when and how the use of AI is permitted in that specific assignment. It is the student's responsibility to comply with the instructor's expectations for each assignment in each course. When AI is authorized, the student is also responsible and accountable for the content of the work. AI may generate inaccurate, false, or exaggerated information. Users should approach any generated content with skepticism and review any information generated by AI before using generated content as-is.

If you are unclear about whether or not the use of AI is permitted, ask your instructor before starting the assignment.

Failure to comply with the requirements related to the use of AI may constitute a violation of the Florida Atlantic Code of Academic Integrity, Regulation 4.001.

Proper Citation: If the use of AI is permitted for a specific assignment, then use of the AI tool must be properly documented and cited. For more information on how to properly cite the use of AI tools, visit https://fau.edu/ai/citation

AI Language Specific to this Class

AI Prohibited. The use of AI to assist in work assigned in this specific course is prohibited.

Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to http://www.fau.edu/counseling/

Disability Policy

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS) and follow all SAS procedures. SAS has offices across three of FAU's campuses – Boca Raton, Davie and Jupiter – however disability services are available for students on all campuses. For more information, please visit the SAS website at www.fau.edu/sas/.

Code of Academic Integrity

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see University Regulation 4.001.

Required Texts/Readings

There are no texts required for this course

Course Topical Outline

Week 1-2: Theatre Safety
- Introduction to theatre safety protocols
- Emergency procedures and exit routes
- Proper use of personal protective equipment (PPE)
- Fire safety, including fire extinguisher locations and usage
- Hazard identification and reporting

Week 3-4: Running Crew Positions
- Overview of backstage roles: Stage Manager, Assistant Stage Manager, Props Master, Lighting Technician, Sound Technician
- Responsibilities of each position
- Communication protocols during performances
- Hands-on practice with cue calling and execution

Week 5-6: Introduction to Theatre Tools
- Basic hand tools: hammers, screwdrivers, pliers, measuring tapes
- Power tools: drills, saws, sanders
- Safety procedures for each tool
- Proper maintenance and storage of tools

Week 7-8: Advanced Tools and Equipment
- Introduction to theatrical rigging systems
- Lighting equipment: fixtures, dimmers, control boards
- Sound equipment: microphones, speakers, mixing boards
- Safety considerations for specialized equipment

Week 9: Understanding Cut Lists

- Reading and interpreting technical drawings
- Creating accurate cut lists for scenic elements
- Estimating material needs and budgeting
- Practical exercise in developing a cut list for a simple set piece

Week 10-12: Flat Construction
- Types of flats: soft-covered, hard-covered, Broadway
- Materials used in flat construction
- Step-by-step process of building a standard 4'x8' flat
- Techniques for covering and finishing flats

Week 13-14: Advanced Scenic Construction
- Building door and window units
- Creating curved and irregular shapes
- Painting and texturing techniques for flats and set pieces

Week 15: Final Project and Review
- Group project: Design and construct a small set using learned techniques
- Safety review and final exam
- Discussion on career paths in technical theatre