University of Hawaii Community Colleges  
Proposal to Initiate, Modify or Delete a Course

1. Type of Action  
  - A. Addition  
  - B. Deletion  
  - C. Modification:  
    - in credits  
    - in title  
    - in prerequisites or co-requisites  
    - Other  
  (click and type to specify)

2. New Alpha, Number and Title  
   THEA 240 Introduction to Stagecraft

3. Credits  
   3 credits

4. Old Alpha, Number and Title  

5. New Catalog Description  
   Introduction to the technical process of theatre including scenery, lighting, sound and stage management. Students will focus on the range of skills needed to work in theatrical space. Repeatable up to 6 credits. 6 credits applicable towards AA degree.

6. Select box and type specific information in text box.  
   - Prerequisites  
   - Corequisites or Recommended Preparation  
   - None

7. Student Contact Hours Per Week  
   - Lecture 3.0  
   - Lecture/Lab *  
   - Lab *  
   - Other (click to specify)

8. Proposed Date of First Offering  
   - Semester Fall  
   - Year 2003

9. This course □ is proposed for the Liberal Arts Program
   - Program. □ can fulfill AH: The Arts
   - If Other, specify

10. This course □ Makes No Difference in the number of credits required for the program/core.

11. Equivalent or similar courses offered in the UH System:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Alpha, Number, Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>UH Mano</td>
<td>THEA 240 Introduction to Theatre Production</td>
</tr>
<tr>
<td>KapiolaniCC</td>
<td>DRAMA 240 Stagecraft</td>
</tr>
<tr>
<td>Leeward</td>
<td>DRAMA 240 Basic Stagecraft</td>
</tr>
<tr>
<td>UH Hilo</td>
<td>DRAM 260 Basic Stagecraft</td>
</tr>
</tbody>
</table>

12. This course is (check one and click in appropriate textbox and provide details):
   - □ Already articulated with
   - Provide details of existing or desired articulation (date, college(s), purposes, pre-major, etc.) in this space:
   - □ Appropriate for Articulation with UHH, UHM, UHW, HAW, KAP, KAU, MAU, LEE
   - Provide details of existing or desired articulation (date, colleges(s), purposes, pre-major or major, etc.) in this space:
   - □ Not yet appropriate for Articulation.

13. This course is (check one and click in appropriate textbox and provide details):
   - □ Appropriate for Articulation with UHH, UHM, UHW, HAW, KAP, KAU, MAU, LEE
   - Provide details of existing or desired articulation (date, colleges(s), purposes, pre-major or major, etc.) in this space:
   - □ Not yet appropriate for Articulation.

14. Reason for Initiating, Modifying or Deleting Courses or Other Pertinent Comment:
   - To create an introductory level technical theatre course.

Requested by:  
Approved by:  

Department Chairperson  
Curriculum Committee Chairperson  
Faculty Senate Chairperson  
Dean of Instruction  
Provost

Date  
Date  
Date  
Date  
Date

CCCM #6100 (Amended for WCC use October 2001)
### Levels of Review of Course Proposal at Windward Community College

Course Alpha, Number, and Title: THEA 240 Introduction to Stagecraft

<table>
<thead>
<tr>
<th>Signatures</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>James Naikola</strong></td>
<td>2/6/03</td>
</tr>
<tr>
<td><strong>Alvin O. Moore</strong></td>
<td>2/6/03</td>
</tr>
<tr>
<td><strong>Jerry Norman</strong></td>
<td>2/6/03</td>
</tr>
<tr>
<td><strong>Paul V. Nasch</strong></td>
<td>2/6/03</td>
</tr>
</tbody>
</table>

1. Department Area (more than one departmental instructor's signature required)

2. Department

   - **Paul R. Giebel**
   - Department Chairperson

3. Division

   - **Toluca C. Mulliken**

4. Curriculum Committee Review

   - **Approved**: 7-0

   - **Reason**: 

   - **Jean Shibuija**
   - Curriculum Committee Chairperson

   - 2/25/03
University of Hawaii Community Colleges
Proposal to Initiate, Modify or Delete a Course
New Course Proposal Form – Go to next page for Course Modification)

WCC Form for New Course Proposals
(This sheet was originally pink.)

1. How is this course related to the education needs and goals of the College/Department/Community as reflected in the EDP/ADP?

   One goal of the Humanities Dept. is to expand and diversify the Drama Curriculum at WCC. (ADP 7.0 C) This course also reflects the campus’ goal of providing workforce development within the Liberal Arts. Students will gain marketable skills in this course. (ADP 3.0 B) Skills learned will be applicable in both theatrical work as well as in convention and event production.

2. Provide details of any additional staff, equipment, facilities, library/media material, faculty preparation and other financial support that would be required to implement this course. (Include an estimate of the actual cost of supplies and equipment.) What has been done to provide for these additional costs for the proposed date of offering? Who will teach the course?

   This course entails a supply budget of $400 per term. Existing faculty can teach this course.

3. Is a similar course taught elsewhere in the UH system? Yes If yes, provide details of how this course differs from existing similar courses.

   On other campuses THEA 240 or DRAMA 240 is taught. This course is very similar to those courses.

4. Is this course experimental and/or unique to Windward Community College? No If yes, provide rationale and details of its impact on the College Curriculum

5. Is a similar course taught in the upper division level by a 4-year UH college? No If yes, explain why this course is appropriate at the lower division or how it differs from its upper division counterpart.

6. Please attach a complete course outline. Your course outline should address all the items listed in the Guidelines for Course Outlines.

7. If this course is numbered 100 or above or appropriate for transfer to a 4-year college, complete and attach WCC Form for Transfer Courses (blue). See criteria for transfer courses.
WCC Form for Transfer Courses
(To be completed for articulation with any 4-year UH campus)
(This sheet was originally blue.)

Course Alpha and Number

Submitted by Bennett T. Moffat

Date February 5, 2003

1. List the counterpart to this course on any 4-year UH campus. Describe the relationship between the course and any related baccalaureate program area.

   UHM: THEA 240, Introduction to Theatrical Production. The course is a basic one in any baccalaureate Theatre program, usually required of all majors.

2. Is this course taught or accepted by major accredited colleges or universities? Give one or two examples.

   Yes. Nearly every major college or university with a theatre will have such a course. Examples: Macalester College, Dramatic Arts 25; Ohio State University, THEA 220 IU3, Technical Production Fundamentals.

3. Please attach a complete course outline if you have not done so already. Your course outline should address all the items listed in the Guidelines for Course Outlines.
University of Hawaii Community Colleges  
Proposal to Initiate, Modify or Delete a Course  
Articulation with 4-year UH Campus Form

COURSE ARTICULATION FORM (GENERAL EDUCATION CORE)

ORIGINATING CAMPUS: Windward Community College DATE SUBMITTED: February 5, 2003

COURSE ALPHA & NUMBER: THEA 240 SEMESTER CREDITS: 3

COURSE TITLE: Introduction to Stagecraft

DATE OF OUTLINE: February 5, 2003 Year 2003

(** Representative outline, no multiple syllabi, please.)

1. Articulation committee to review this course:

   Standing Committees
   Written Communication ☑
   Mathematical & Logical Thinking ☑
   World Civilizations ☑
   Languages ☑
   Arts & Humanities ☑
   Natural Science ☑
   Social Science ☑

2. The information in this item is required by the reviewing committee so that it has a starting point for reviewing the course. It is the responsibility of the submitting campus to do the necessary research to provide this information.

In the opinion of the originating campus, this course is equivalent to the following and/or meets the criteria for the indicated core categories. Every core category space, except your own campus, must be filled in (can include 'none'). An equivalent course, if known, may be helpful to committee members but is not required.

<table>
<thead>
<tr>
<th>Receiving Campus</th>
<th>Equivalent Course (Alpha and Number)</th>
<th>Core Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>UH Hilo</td>
<td>DRAM 260</td>
<td>ELECTIVE</td>
</tr>
<tr>
<td>UH Manoa</td>
<td>THEA 240</td>
<td>ELECTIVE</td>
</tr>
<tr>
<td>UH West Oahu</td>
<td>NA</td>
<td>ELECTIVE HUM</td>
</tr>
<tr>
<td>Hawaii CC</td>
<td>NA</td>
<td>ELECTIVE HUM</td>
</tr>
<tr>
<td>Honolulu CC</td>
<td>NA</td>
<td>ELECTIVE AH1</td>
</tr>
<tr>
<td>Kapiolani CC</td>
<td>DRAM 240</td>
<td>ELECTIVE AH1</td>
</tr>
<tr>
<td>Kauai CC</td>
<td>NA</td>
<td>ELECTIVE HUMB</td>
</tr>
<tr>
<td>Leeward CC</td>
<td>DRAM 240</td>
<td>ELECTIVE AH1</td>
</tr>
<tr>
<td>Maui CC</td>
<td>NA</td>
<td>ELECTIVE HUM</td>
</tr>
<tr>
<td>Windward CC</td>
<td>NA</td>
<td></td>
</tr>
</tbody>
</table>

3. If submitted electronically, I understand that this outline will be posted to a publicly accessible web site to enable open access for reviewing committees and campuses. The outline will be taken off the site upon completion of the review.

Typed Name or Signature

Note: If possible submit coversheet and course outline electronically as e-mail attachments (preferably in 'pdf' format). If submitting in printed form, 20 copies of coversheet and course outline are required for distribution for appropriate review.

Note: UCA Clearinghouse
John Muth, Office of the Chancellor for Community Colleges, is acting as staff to the University Council on Articulation and is responsible for tracking all courses submitted for articulation.
Course Name: Introduction to Stage Craft
Course Number: THEA 240
Credit Hours: 3

Catalog Description: Introduction to the technical process of theatre including scenery, lighting, sound, and stage management. Students will focus on the range of skills needed to work in a theatrical space.

Course Satisfies: WCC - AA elective requirement
UHM - BA elective requirement

Prerequisites: None

Recommended Basic Skills: Reading level of text

Instructor:

Office:
Office Hours:
Telephone:

Effective Date:
THEA 240

A. Goals of Course:
1. Become familiar with the theatrical space.
2. Gain knowledge of theatrical equipment.
3. Gain knowledge of theatrical language and terminology.
4. Be able to critically evaluate a theatrical event.

B. Course Requirements:
1. Participation in class activities involving technical theatre.
2. Demonstrate understanding of theatrical principles.
3. Critically evaluate and report on a theatrical experience.
4. Understand theatrical terminology and language.

C. Course Assignments
1. In class projects involving technical theatre.
2. Class quizzes (5).
3. Write one theatrical critique evaluating technical aspects learned in class.

D. Mode of Instruction
1. Lecture, handouts, and text readings.
2. Class activities and projects.
3. Out of class projects in technical theatre.
4. Unannounced quizzes(5) will be given throughout the semester.

E. Method of Grading
1. Percentages assigned as follows:
   
<table>
<thead>
<tr>
<th>Category</th>
<th>Calculation</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>Approximately 1 % per day</td>
<td>20 %</td>
</tr>
<tr>
<td>In Class Projects</td>
<td>4 projects x 5 % per project</td>
<td>20 %</td>
</tr>
<tr>
<td>Out-of-Class Projects</td>
<td>20 hours x 1 % per hour</td>
<td>20 %</td>
</tr>
<tr>
<td>Quizzes</td>
<td>5 quizzes x 5 % per quiz</td>
<td>25 %</td>
</tr>
<tr>
<td>Critique Paper</td>
<td>1 critique x 15 %</td>
<td>15 %</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>100 %</strong></td>
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</table>
2. Grades will be assigned as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percent Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 ++</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
</tr>
<tr>
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<td>D</td>
<td>60-69</td>
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<tr>
<td>F</td>
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</table>

<table>
<thead>
<tr>
<th>Credit</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>70 ++</td>
<td>Percent</td>
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<tr>
<td>No Credit</td>
<td>00-69</td>
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</tbody>
</table>

3. Extra Credit may be arranged with Instructor

F. Textbooks and other assigned material:

1. Technical Theatre for Nontechnical People by Drew Campbell

2. Handouts will be distributed in class.

G. Possible Extra Credit

1. Prepared Speech - Prepare a 5 to 10 minute speech on one aspect of technical theatre.

2. Volunteer - Work as a technician on a local theatre production.
Windward Community College

Outline of Course Objectives

Course Name: Introduction to Stage Craft
Course Number: THEA 240
Credit Hours: 3

Catalog Description: Introduction to the technical process of theatre including scenery, lighting, sound, and stage management. Students will focus on the range of skills needed to work in a theatrical space.

Course Satisfies: WCC - AA elective requirement
                  UHM - BA elective requirement

Prerequisites: None

Recommended Basic Skills: Reading level of text

Instructor:

Office:

Office Hours:

Telephone:

Effective Date:
THEA 240

A. Goals of Course:
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E. Method of Grading
   1. Percentages assigned as follows:
      Attendance       Approximately 1 % per day  =  20 %
      In Class Projects 4 projects x 5 % per project =  20 %
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      Quizzes          5 quizzes x 5 % per quiz =  25 %
      Critique Paper   1 critique x 15 % =  15 %
      **Total**            =  100 %
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F. Textbooks and other assigned material:
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2. Handouts will be distributed in class.

G. Possible Extra Credit
1. Prepared Speech - Prepare a 5 to 10 minute speech on one aspect of technical theatre.
2. Volunteer - Work as a technician on a local theatre production.
Campus offering this course: **UH Mānoa**

Course: **THEA 240**

Title: **Introduction to Theatre Production**

### Receiving Campus Actions:

<table>
<thead>
<tr>
<th>Receiving Campus</th>
<th>Core Category</th>
<th>Starting Date</th>
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