Welcome to CREW. This is a “hands on,” practical lab. CREW “builds” the productions for the University Theater Center season. Thank you for your commitment to another excellent semester of theater at Sam Houston State University. CREW is Good!

Lab Objective: Our goal is to explore creative and practical shop techniques including, but not limited to: carpentry, painting, prop making, electrics, lighting, welding, sound reproduction, special effects and how they relate to the unique demands of each production. Any and all skill levels are welcome.

Lab Requirements: Build Crew: Each student commits to a three hour time slot, four days a week, for four weeks. There will be three different Build Crews this semester. Students are required to serve on one.

OR: Swing Crew: This crew commits to a three hour time slot, two days a week for ten weeks.

OR: Run Crew: This choice must be cleared by the instructor. For those with an interest in the “running” of a show, this is a twelve consecutive day commitment. This crew usually meets at night for tech rehearsals and Saturday performances. All Run Crew members must also commit to five, three hour Build Crews.

STRIKE: All CREW members are required to Strike all shows. We usually break down the set from 2-5 on the Monday following the run of a show.

Grading: The grade for CREW is based on the individual’s quality of participation. There is a mandatory minimal time requirement established to insure some level of participation. The final grade, however, is an accumulation of points reflecting attendance, attitude, initiative and involvement. It is possible to accrue 1 to 5 points in any three hour crew period for punctuality and effort. It is also possible to have 1 to 5 points subtracted for tardiness, leaving early, goofing off, or distracting the crew. Minimal effort will translate to an average (C) grade or less. We are here to learn. We learn by “doing.” Acquiring the points needed for an
“A” or “B” involves taking the initiative, making extra effort, coming early, staying longer and having a positive effect on CREW.

A = 80 – 100 points  Excellent
B = 70 – 85 points    Good
C = 55 – 75 points    Average
D = 40 – 55 points    Below average
F = 0 - 40 points        Failure to meet minimum requirement

It is your responsibility to set up an appointment with me to discuss the status of your grade/points. I encourage you to do so.

All CREW participants are required to watch and pass a quiz on the safety film, PLAY IT SAFE. The film will be shown the first week of CREW and the quiz will be available online.

Attendance: Attendance is crucial. Your grade is based on your daily participation. As per University policy, a student shall not be penalized for a single absence from the Build Crew. Any subsequent absence will result in subtracting 10 points from the grade total.

Missing a Run Crew assignment = loss of 1 letter grade.

Assignment to the Run Crew, with its unique responsibilities to a live show, dictates 100% attendance for 12 consecutive days of a show’s tech rehearsal’s and run. All Run Crew members understand they are volunteering for this commitment and there is no opportunity to make-up a live performance.

Failing CREW renders a student ineligible for casting, stage managing, designing, and payroll the following semester.

Dress Code. Students are required to arrive at CREW in clothing that they should expect to get dirt, grease, or paint on. Never enter CREW work areas wearing flip-flops, high heels, or open toe shoes.

University Approved rules of Conduct for CREW. Students will refrain from behavior on CREW that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Please turn off or mute your cellular phone and /or pager before class begins. On CREW, students are prohibited from eating, using tobacco products, making offensive remarks, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior shall result in the loss of points, a directive to leave and/or being reported to the Dean of Students for disciplinary action in accordance with university policy.

Religious Holidays. Students, not later than the 15th calendar day after the first day of the semester must notify the instructor of each scheduled class that he/she would be absent for a religious holiday.

Visitors to CREW. Unannounced visitors to CREW must present a current, official SHSU identification card. They must not present a disruption by their attendance. If the visitor is not a registered student, it is at the instructor’s discretion whether or not the visitor will be allowed to remain.

<table>
<thead>
<tr>
<th>Important Dates:</th>
<th>Production</th>
<th>Run Crew</th>
<th>STRIKE   (All STRIKE dates are subject to change)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skin of Our Teeeth</td>
<td>2/12 – 2/23</td>
<td>2/24(Sunday)</td>
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<tr>
<td>KCACTF</td>
<td>2/26 – 3/1</td>
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<tr>
<td>Marisol</td>
<td>3/25 – 4/5</td>
<td>4/7</td>
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<tr>
<td>Full Monty</td>
<td>4/15 – 4/26</td>
<td>4/27(Sunday)</td>
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