

Dance Faculty meeting minutes

11/12/2105

12:30-1:45 Coleman 225E

Meeting came to order at 12:32 pm

In attendance: Duane Cyrus, Robin Gee, Jill Green, Chris Fleming, Ana Paula Höfling, Cynthia Lee, Janet Lilly (recorder), Mila Parrish, B.J. Sullivan, Melinda Waegerle

Guests: SMTD Dean, Peter Alexander, and Associate Dean, Kelly Burke

Minutes from 10/29 approved on 11/4

New Business:

1. ARTS ADMINISTRATION BA AND MINOR:

Duane and Kelly talked about the Arts Administration programs. The BA currently has 14 Majors, and 26 minors. Program goal is to have an incoming cohort of 25 students within 4 years.

In Fall 2016, 4 students have declared the Arts Administration BA. Internships include: Kennedy Center, Disney, Easter Music Festival. Duane indicated that he had information about an opportunity with ABT, and B.J. noted that the Yard also regularly calls for summer interns. Faculty also noted MASSMOCA, Jacob's Pillow, Alvin Ailey, and the NC Arts Project might be other locations for internships.

The faculty questioned the potential of developing a graduate Arts Admin degree online program in the future.

2. MUSICAL THEATRE MINOR:

Peter noted that there is a great deal of student interest in the program. The minor will go through UNCG's curricular review process this spring with an effective date of Fall 2016. The minor is meant as an introductory performance based experience for SMTD BA and BFA students.

Students from outside performing arts programs may add the MT minor. Kelly reviewed the plan of study for the MT minor. She noted that each department may decide to allow courses in the minor curriculum to satisfy program requirements. B.J. noted that some graduate students might be interested in enrolling in the Musicianship for Musical Theatre courses as a graduate independent study.

3. REVISED FACULTY ADVISING APPOINTMENTS

Current undergraduate numbers:

52 BFA

19 BFA w/ Licensure

12 BA
13 BA w/ Licensure

Revised advising appointments effective January 11, 2016:
Robin-Transfer, advising oversight and clearance for graduation
Amy Masters: SOAR, general
Ana Paula-TA Mentor, Honors, BA (12)
Duane: BFA A-H (20-25)
Cynthia: BFA J-Z (20-25)
Mila: Licensure transfers and freshman
Melinda: Licensure sophomores, juniors and seniors
Janet: Study Abroad

Updates:

1. Priority request: New faculty line Contemporary Jazz/Dance for Musical Theatre emphasis. Increasing Waegerle 75% appointment to 100% for Provost's Budget request in the spring.
2. Term-end meetings clarified
3. Work-load discussion review
4. Connecting with Music Educators or Music Studies
5. SOAR funding to support faculty advising/new hire in advising

Future topics:

1. Graduate Committee proposals for full faculty discussion
2. Workload forms and Peer Review process
3. December meetings
4. Performance participation requirements discussion
5. Interim Performance Management Plans review (PMP)for department staff.
6. 1/11 1-2:20 Community Meeting topics to include, MSTR, Performer, choreographer and crew discussion with faculty choreographers and TD.
7. Meet and Greet sessions with visiting guests: Brown?, Jacobs, Jeffery
8. Revised UG BFA and BFA with Licensure plans of study. Course of studies will be reviewed once all changes have been approved by UCC

Meeting adjourned at 1:47 pm

Minutes submitted by Janet Lilly, Department Head

Approved 11/4 Minutes: 10/29/2015
Dance Faculty meeting
12:30-1:45pm in Coleman 225E

In attendance: Duane Cyrus, Chris Fleming, Robin Gee, Jill Green, Ana Paula Höfling, Cynthia Lee, Janet Lilly, Amy Masters, Mila Parrish, B.J. Sullivan, Melinda Waegerle

Updates:

1. UG audition 10/31 (Robin and Amy)-check-in starts at 8:00. Currently 74 students are signed up for the audition (8-9 are pre-dance). Parent info session at 10:30am. Faculty attending: Janet Lilly (morning only), Robin Gee, Cynthia Lee, B.J. Sullivan, Melinda Waegerle. Robin and Amy will be collecting ideas and comments for the spring audition. A TA has been assigned for Spring 2016 to help with different aspects of the audition (such as helping to evaluate the writing samples, or handle sensitive information).

2. a. Fall 2016 Course and Curriculum changes DCE 205 WI, DCE 350-prerequisite change, Capoeira with global marker-500 level course, retitle 417 DCE 353 and remove 353 from the course of study.(DCE 614 for the Dance Education MA program is already in the pipe line). Janet will check with Della on the SI and Global markers on 455, 505 and 231.

** Dance 350 (3:2:2) Pr. 255 Theory and practice in technical production areas of dance performance. Topics include lighting, sound, costumes, scenery, video and production management. Laboratory work with University dance concerts.

2.b Review BFA and BFA with Licensure plans of study

Faculty reviewed proposed plans of study for BA and BFA programs. Janet will update the plan to include DCE 355 and Somatics courses

Approval of minutes from 10/15 and 9/10/2015

New Business:

1. Department copier usage policies and practice-current policy as posted in the Dance Faculty Handbook follows. I recommend the following amendment for consideration:

Current: Copy Machine Policy

Faculty, Teaching Assistants, and Graduate Assistants may use the copy machine. In the efforts of increasing sustainability and cost effectiveness, most course materials including syllabi, guidelines, announcements and readings should be placed on Canvas. Students may use the copy machine to make copies of their plans of study for advising sessions.

If you experience problems with the copy machine, fax, or scanner, please inform the dance office staff.

Approved 11/4/2015 amendments:

Copy Machine Policy

Faculty, Teaching Assistants, and Graduate Assistants may use the copy machine. In the efforts of increasing sustainability and cost effectiveness, most course materials including syllabi, guidelines, announcements and readings should be placed on Canvas **whenever possible**. **In general, Dance Technique and Composition instructors should post syllabi and readings to Canvas. Full-time faculty may print out syllabi for their classes if it is deemed necessary, but are encouraged to be mindful of the number of paper copies made overall for their courses. All instructors may make paper copies of tests and quizzes.**

Students may use the copy machine to make copies of their plans of study for advising sessions.

If you experience problems with the copy machine, fax, or scanner, please inform the dance office staff.

Meeting adjourned at 1:48pm
Minutes submitted by Janet Lilly, Department Head

Approved 11/4/2015
Minutes 10/15/2015
Dance Faculty meeting
12:30-1:45pm in Coleman 225E

In attendance: Robin Gee, Jill Green, Ana Paula Höfling, Cynthia Lee, Janet Lilly (recorder), B.J. Sullivan, Melinda Waegerle

Updates:

1. Updated advising assignments-Melinda and Mila are now sharing Licensure student advising. Robin noted that Duane as the BFA adviser has 77 students assigned. We will revisit advising assignments at the conclusion of this advising period. Revised appointment is at the conclusion of the agenda/minutes document.
2. Spring and Summer schedule proofing request--Genie reopens on 10/22
3. Sullivan Research Leave Spring 2017-Spring 2017 professional development opportunities in Munich, Germany.
4. Summer Dance Technique/Repertory Intensive-Christal Brown June 13-17, 2016.
5. Follow-up Ana Paula UNC-Charlotte Recruitment visit. Students showed a lot of interest in graduate study. Ana Paula recommends expanding recruitment visits next year.
6. Grad applications report B.J.-application deadline extended to 12/1.
7. Representation Fall Commencement-no one is available to attend the Fall Commencement. Janet will most likely be in China

Old Business:

1. Course and Curriculum updates and continued discussion-to include discussion of eliminating Pre-Dance registration option.

The faculty will continue to review the revised course of study document. To complete the revisions DCE 350 (Dance Production) will need to be revised, DCE 205 submitted as a Writing Intensive Course. In Spring 2016 we need to offer DCE 231 as the global requirement for Dance majors.

The UCC (Undergraduate Course and Curriculum Committee) approved the variable credit range for 212, 312 (1-3 credits), 214 and 314 (1-2 credits). Students will need to elect the number of credits at the point of registration or the system defaults credit registration to the 1 credit. Faculty will not need to adjust class content or assignments for the credit variables. The point is that the course contact hours meet the credit amount, and the variable range should support students' progress towards degree.

The faculty voted to eliminate the Pre-Dance option effective October 31, 2015. Students currently classified as Pre-Dance have a total of 2 auditions to successfully enter the program. This change does not require any course and curriculum changes, and will make enrollment much less time consuming for the Undergraduate Coordinator and Enrollment Manager.

Motion: Robin Gee 1st, Melinda 2nd. The Motion passes unanimously.

Meeting adjourned at 1:47pm

Minutes submitted by Janet Lilly, Department Head

Approved 11/4/2015

Minutes 9/10/2015

Dance Faculty meeting

12:30-1:45pm in Coleman 225E

Meeting came to order: 12:31pm

Welcome student group representatives! 12:30-1:00

In attendance: Duane Cyrus, Hunter Darnell (JR class rep), Chris Fleming, Robin Gee, Jill Green, Cynthia Lee, Janet Lilly (recorder), Emmanuel Mallette (SR rep), Ana Paula Höfling, Stephen Loch (AGSD), Mila Parrish, B.J. Sullivan, Melinda Waegerle, Joy Williams (AGSD rep), Shay Watson (First year rep)

Student class representatives:

1. First year students-Devany Kess and Shaylin Watson-Shay attends
2. 2nd year-Erik Bateman and Sarina Kurrimbukus
3. 3rd year-Hunter Darnell,
4. 4th year-Emmanuel Mallette, Tarayjah Hoey

Association of Graduate Students in Dance: Co-Presidents: Jess Shell & Lindsay Winthrop-Joy Williams and Stephen Loch attend

First year representative requested a storage container for umbrellas in 322.

Junior Representative: Hunter Darnell: Requested better access to studio spaces on the weekends and during off hours. The department purchased a lock box for a locker outside of 221A and B. The lock box is managed by Prime Movers.

Senior Representative: Students are interested in commercial dance workshops. Alumna, Melissa Jackson is on the schedule to visit campus for 3 classes in Spring 2016. Other ideas: professional development workshop, casting director, and audition classes. Ana Paula, suggested international funding support on campus to bring in a guest (T Lang-director of dance at Spellman. Using underground music).

AGSD Joy Williams and Stephen Loch plan to present an intentional community building initiative proposal to the faculty.

Announcements and updates:

1. Visiting Scholar Fu Yiling arrives 9/14-resume attached. Yiling is interested in participating in classes and has offered to do master classes in Chinese ethnic and folk forms to any interested class.

2. Group advising: Undergraduate GROUP advising sessions for Spring 2016 will take place on:

Mon 10/19 - 11am JUNIORS/SENIORS-DCE 312/412

Wed 10/21 - 9am - SOPHOMORES-DCE 212

Wed 10/21 - 5pm - FRESHMAN/PREDANCE-DCE 117

Anyone who is not available during his or her cohort's advising time should attend an alternate session. Students must attend a group advising session **before** contacting their individual academic advisors.

Mila noted that it would be good for faculty to remind the students of the required advising sessions in their classes. Robin, B.J. and Melinda talked about how to ensure better access for licensure students.

3. TV mounting in 322 and 306-Chris needs to know who the faculty would like to use the TVs. The carts we had hoped to order are not available, and we are planning to mount the TVs in the two studios. Faculty are requested to bring an adapter for use. Chris can show how to use phone as document cam.

4. ACDA registration opens 10/14 (the day we get back from Fall Break). As in years past the department sponsors 10 dancers, the technical coordinator and one faculty member to attend. Last year Mitch drove a UNCG motor pool van (Chris, I hope that we can do so again this year). The dates for the Mid-Atlantic region are March 18-21 (not over spring break). Cynthia is the faculty representative, and the faculty will select the adjudication and informal pieces by 12/1. If students are interested in attending on their own, they will need to have a check for \$125.00 made out to UNCG Dance to Janet by 10/8 at the latest. We will be able to take 4 additional dancers (if we don't get cut off while registering). Students who have registered on their own, but are then cast in the adjudicated piece will receive a refund for their registration. (Erik Bateman, Stephen Loch, Mandi Ross, Jess Shell,).

<https://www.regonline.com/builder/site/Default.aspx?EventID=1734682>

5. Space planning 2016-2017update (attachment from Chris Fleming)

**Approval of minutes from 8/27 1:00pm, CLL 1st, CF 2nd
Minutes pass unanimously.**

New Business:

1. Faculty Recruitment visits to UNCC-Höfling is considering the intersections of ballet to Capoeira, Meredith-Mila? Elon-Gee/Cyrus/Lilly/Green 10/21 or 28 Dance Science
2. PAS-updates from Cynthia \$200,000 budget for more activities-ideas like Marks-Action Conversations, Liz Lehrman, Rennie Harris?, Bill T. Jones/Arnie Zane, Veteran friendly campus, Jose Navarette, Native American Pow Wow?

**Meeting adjourned at 1:45am
Minutes submitted by Janet Lilly, Department Head and Professor**

**Approved 9/10
Minutes 8/27
Dance Faculty meeting
12:30-1:45pm Coleman 225E (HHP)**

Announcements and updates from the faculty

1. Attendance at SMTD faculty meetings. Suggestion for Amy to highlight Dance related events extracted schedules forwarded from SMTD. Faculty are requested to pay special attention to meeting requests that come forward from the Dean's assistant, Amy Moore.
2. Arts Summit focus rotating area of topics—the arts are more than just performance. Consider a 2nd or 3rd Friday date instead of the 1st. Mila,

developed 3 questions for a survey. Suggested possible focus on interdisciplinary collaborations for future sessions.

In attendance: Duane Cyrus, Chris Fleming, Robin Gee, Jill Green, Ana Paula Höfling, Cynthia Ling Lee Janet Lilly (Department Head and recorder), Mila Parrish, B.J. Sullivan, Melinda Waegerle

Approval of the minutes from 8/14/2015: Lee 1st, Cyrus 2nd Motion passes unanimously

New Business:

1. Discussion of proposed changes to the BFA course of study. To take effect in Spring 2016 materials need to be to MTD Course and Curriculum by 8/28. Paper copies of the handout were put in in faculty mailboxes. Priorities for Spring 2016 are removing 241 from required course list, and implementing 1-3 credit range for DCE 212, 214, 312 and 314. The rationale for the variable credit change is included in the attached Form A draft. At this point, we don't need to finalize the program of study, but making the program change and variable credit change is important to bring faculty and student workloads into alignment, and will benefit the program regardless of what we decide about the course progression.

We can also prioritize CC actions for fall 2016. We have missed the deadline for proposing that DCE 205 to carry WI marker for Spring 2016, but can get it on the docket for next year.

Mila suggested bringing guests to talk about music and dance content (Chris will suggest former colleague from UGA). What content should we consider including about updating music.

Continued discussion of suggested course of study options and the impact of curricular changes.

2. Faculty Pairings for Annual Review-due 9/1 to the SMTD Dean's office. Led by Peer Review Committee Chair—Jill Green.

Ana Paula-two observations + conversation-Jill will observe

Cynthia-two observations +conversation-Mila will observe

Duane-Fall or Spring—Jill requests that the following Associate Professors make a request a class and time.

Mila-Fall or Spring--Jill

B.J.-Fall or Spring--

Robin-Fall or Spring-

Melinda-Fall or Spring-Duane

3. Dance Distinguished Alum vote-the faculty voted a majority for Jan Van Dyke posthumously as the 2015-2016 Distinguished Alum.

4. UPAS thoughts for 2016-2017 Graham, Vic Marks, and Bill T. Jones
Theme: War and Peace

Faculty Service Assignments 2015-2016

On hiatus-PHD Planning Committee

Please note-Faculty meetings are listed in the Department Google Calendar on Thursday afternoons from 12:30-1:45 in 225E or 225C (room schedules are posted outside of the rooms)

ACDA Faculty Representative

Cynthia Lee-dates TBD

SMTD Undergrad Curriculum

Janet Lilly (re-elected 3 year term)

SMTD FAC Dance rep:

Tenured- B.J. Sullivan (3 year term through 2017)

SMTD Personnel Development and Review Committee:

Jill Green (3rd year re-appointment)

SMTD Performing Arts Series

1. Cynthia Lee
2. Olivia Meeks

MA Dance Education Advisor and Program Director

1. Mila Parrish

Graduate Advisors (*MFA Thesis Chairs become the student's adviser in their final year of study)

1. B.J. Sullivan (MA/MFA Program Director)
2. Duane Cyrus*
4. Cynthia Ling Lee*
4. Janet Lilly*Thesis Chair-Loch
5. Robin Gee* Thesis Chair-Shell, Winthrop
6. Jill Green* Thesis Chair Jin
7. Mila Parrish (MADE)

Director of Graduate Studies (DGS)

B.J. Sullivan

Graduate Committee

1. B.J. Sullivan (Chair)

2. Duane Cyrus
3. Ana Paula Hofling
4. Mila Parrish (supplements the for curricular discussions as needed)
5. Graduate Student Rep-Jess Shell

Library Liaison

TBD: Ana Paula Hofling
(faculty make requests for books and media)

Concert Coordinators and Artistic Directors etc.

1. Fall Dances, November 21-22-(Saturday matinee) Concert Coordinator- Cynthia Ling-Lee, Choreographers: Nathan Trice, Robin Gee, Justy Tornow, Marcus White (DCE 143 Lilly)
2. Dancers Connect Fall and Spring, Dates TBD, Concert Coordinator Mila Parrish
3. Faculty artists Concert 2/5-6 Aycock or 306-Concert Coordinator: Janet Lilly, Choreographers: Lilly, Sullivan,Turnow
4. 4/17-18, 2014(Saturday matinee), Spring Dances- Concert Coordinator: B.J. Sullivan Choreographers: Christal Brown (443-Lilly rehearsal directs), Janet Lilly (243/343), Cynthia Ling Lee (687/688), B.J. Sullivan (343/443)
5. 4/25-26 (Saturday matinee) BFA 470 Senior Dances—Concert Coordinator Janet Lilly, BFA students
6. Greensboro Dance Film Festival, dates TBD, Coordinators: Duane Cyrus/Robin Gee

Peer Review Committee

1. Jill Green (Chair)
2. Robin Gee
3. B.J. Sullivan

Peer Review observations

1. Cynthia Ling Lee-TBD
2. Ana Paula Hofling-TBD
3. Jill Green observes Associate Professors

Placement Class 8/17 6:30 pm in 306

1. Janet Lilly
2. Sophie Sui
3. Robin Gee

Placement Class 1/11/2016

1. Janet Lilly
2. Cynthia Lee
3. TA TBD

HSDD

1. Melinda Waegerle 3/4/2016

SMTD Honors Liaison/Adviser

Ana Paula Hofling

Scholarship Committee

1. Janet Lilly (Chair)
2. Melinda Waegerle
3. Justin Tornow

School of Education

Mila Parrish and Melinda Waegerle: Collaborative for Educator Preparation.

TA Mentors

1. Janet Lilly (Chair)
2. Cynthia Lee
3. Jill Green
4. Duane Cyrus

Technique Committee

1. Duane Cyrus (Chair)
3. Taylor King
4. UG student Rep-Hunter Darnell
5. Cynthia Ling Lee

Committee supplemented by faculty for fall and spring MSTR

Advising Assignments: Revised appointments effective January 11, 2016:
Robin-Undergraduate Coordinator-transfers, advising oversight and clearance
for graduation

Amy Masters: SOAR, general

Ana Paula-TA Mentor, Honors, BA (12 students)

Duane: BFA A-H (20-25 students)

Cynthia: BFA J-Z (20-25 students)

Mila: Licensure transfers and freshman

Melinda: Licensure sophomores, juniors and seniors

Janet: Study Abroad

Undergraduate Audition: 10/31/2015

Please note all faculty are encouraged to attend

- 1 Robin Gee (UG Coordinator)
2. Cynthia Lee
3. Melinda Waegerle

4. B.J. Sullivan

Undergraduate Audition: 4/2/2016

Please note all faculty encouraged to attend

1. Robin Gee (UG Coordinator)
2. Duane Cyrus
3. Janet Lilly
4. Mila Parrish

Student class representatives:

1. First year students-Devany Kess and Shaylin Watson
2. 2nd year-Erik Bateman and Sarrina K.
3. 3rd year-Hunter Darnell
4. 4th year-Emmanuel Mallette, Tarayjah Hoey

Association of Graduate Students in Dance: Faculty adviser—B.J. Sullivan

Co-Presidents: Jess Shell & Lindsay Winthrop

Vice-President: Jessie (Meicen Jin)-Fall semester only; position will be filled by December election if deemed necessary

Secretary: Sophie (Pengying Sui)

Treasurer: Stephen Loch

Student Representative: Taylor King

2015-2016

MFA Thesis Committees, 3/15 to Chair, 4/1 to Committee, 4/15 meet with committees. *Please note the list below was created with faculty and student input and is for planning purposes only and not intended to promote or pressure any faculty member into committee service.*

Fall 2015:

October 23-24, 2015 Meicen Jin (Jessie): Committee Chair: Jill Green

Committee members: Robin Gee, B.J. Sullivan

Spring 2016:

February 2016 Stephen Loch-- Committee Chair: Janet Lilly

Committee members:

2016 Jess Shell: Committee Chair: Robin Gee

Committee members: Jill Green and Cynthia Lee

2016 Lindsey Winthrop Committee Chair: Robin Gee

Committee members: Cynthia Lee and B.J. Sullivan

MA Committees: none in 2015-2016

Faculty Pairings for Annual Review-Assignments led by Peer Review Committee Chair, Dr. Jill Green:

Assistant Professor, Ana Paula Höfling--two observations + conversation-Dr. Jill Green will observe

Assistant Professor, Cynthia Ling Lee -two observations +conversation- Dr. Mila Parrish will observe

Associate Professors: Jill Green will observe and requests that the following Associate Professors make requests for class observations: Associate Professor-Duane Cyrus, Associate Professor-Mila Parrish, Associate Professor-Robin Gee, Associate Professor, B.J. Sullivan

Academic Professional-Assistant Professor, Melinda Waegerle-one observation by Duane Cyrus.

NASD Self-Study Writing Assignments:

SECTION I. PURPOSES AND OPERATIONS

- A. Purposes of the Institution and Dance Unit-Janet
- B. Size and Scope-Janet
- C. Finances-Beverly/Janet
- D. Governance and Administration-Janet
- E. Faculty and Staff-Janet
- F. Facilities, Equipment, Health, and Safety-Mitch
- G. Library and Learning Resources-Ana Paula
- H. Recruitment, Admission-Retention, Record Keeping, Advisement, and Student Complaints: Janet, B.J., Jill, Robin, Enrollment Manager
- I. Published Materials and Web Sites- Duane
- J. Community Involvement- Mila

SECTION II. INSTRUCTIONAL PROGRAMS PORTFOLIO

Programs/Curricula/General Education:

BA/BFA: B.J./RG

MA/MFA: Jill, Ana Paula/Cynthia

Dance Education: Mila/Melinda

I.4: SMTD Post Tenure Review (PTR) Rotation

Please note: schedule may change when faculty are promoted

2015-2016: NO DANCE FACULTY SCHEDULED

2016-2017: Duane Cyrus, Mila Parrish (Janet will verify)

2017-2018: Jill Green, B.J. Sullivan

2018-2019: NO DANCE FACULTY SCHEDULED

2019-2020: Robin Gee

2020-2021: NO DANCE FACULTY SCHEDULED

2021-2022: Duane Cyrus, Mila Parrish

Cast--Thursday dress/Saturday night

1. Carey Barnette
2. Francine Brantley
3. Krysta Byrd
4. Katherine Damman
5. Alexis Diaz-Albertini
6. Rebecca Johanson

7. Haley Marcin
8. Benjamin Newmam
9. Chandra Pulliam
10. Essence Shoffner
11. Victoria Steadman
12. Shaylin Watson

Cast -- Friday night/Saturday afternoon

1. Katherine Allison
2. Shannon Bell
3. Emily Craig
4. Bralley Fernung
- 5.. Amari Jones
6. Zudareon Jordan
7. Devnay Kess
8. Hannah Long
9. Alayjah Morrison
10. Taylor Roberson
11. Tara Rooks
12. Kaitlyn Shelton