

DRAFT Dance End of Term Meeting Minutes
Wednesday April 27, 2016 9:30-4:00pm
1817 Rolling Road, GSO
Coffee/tea, bagels and lunch will be available

Meeting came to order at 9:52am

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

9:30-10:00am

1. Fall start-up week meetings, coverage for Graduate Committee meeting
 - ❖ Student Community activity -Jill and Mila lead a session on engagement, empathy, and connections
 - ❖ Technique guidelines shared with Dance faculty
2. New space updates- review of construction phasing including office and instructional spaces
3. Faculty shared summer travel and research plans—B.J. and Janet ADF (B.J. to Korea in August!); Ana Paula Sacatar Institute in Brazil; Duane is turning 25 years young "*a time of letting go*", and plans to give his ice cream maker to B.J, Jill, Melinda-will travel to Sioux Falls S.D. and Sioux City IA to work in schools there; Mila related that there will 21 MADE students on-campus this summer with an in-coming class of 9 (11 continuing); Robin shooting a film in Iceland, and will also travel to Ireland and Berlin.
4. Fall Guests: Alex Warren (MFA alum) is setting a work on the Beginning Repertory students in Janet's Contemporary I course. Geri Houlian will teach 4 Fridays and (Mila suggests increasing her appointment to allow for her to interact with Dance Education and pedagogy classes.

Business Items:

1. 10-11:30: Lee line 2016-2017 search planning-drafting the job description and determining a timeline for the search (Duane Chair, Ana Paula, Jill, Mila). Janet will review job position announcements and take a stab at a "sacrificial" draft for faculty response at our August 17th start of term meeting:

- ❖ MW-student centered and engages the learner in discovering the complexity of the field.
- ❖ JL-canonical forms, administrative leadership interests, department community interest, dance medicine, somatic or conditioning forms.
- ❖ JG-Studio position support, embracing the diverse viewpoints in the department; focus on safe dancing, emotional. Suggests the category of Contemporary.

- ❖ APH-MFA and/or PhD; Dance History and scholarship interest or teaching potential; erasing the divide between theory and practice
- ❖ RG-UG coordinator suggests that we remain mindful of the curriculum bringing back holes like Music for Dancers, someone can cover the courses that we have, and bring new cutting edge curricular interests to augment the curriculum. Connected to the curricular needs. Interested in working as a choreographer for our students. Musical Theater interests,
- ❖ DC-In crafting the job description-honing in on the specialist, meeting what the department needs- "we need a dancer who can teach dancing to our students." Stating in the job description pedagogical interest in modern historical dance forms. Mixes teaching and research while remaining present in the department. Gender diversity.
- ❖ MP-Hire a "hire a technique beast." Comes from a vibrant performing career, work situated in one of the historical forms. Leaning towards Limon; someone who could bring historical works. Someone who understands the Ballet progression. Someone who will teach across the curriculum at all level of training.
- ❖ B.J.-Someone who wants to be in the studio; interested in other ways of working with bodies a solo class, partnering.

2. 11:30-12:30: Compliance assist rubrics review; final data is due at the end of the September. Robin implement a process for the faculty to input data on an Excel sheet. The faculty updated BA and BFA undergraduate Compliance Assist rubrics.

12:30-1:00 *lunch!*

3. 1:30-3:00: The faculty discussed annual review creative, academic and dance education research benchmarking. We broke up into the following discipline specific groups: Mila/Melinda, Jill/Ana Paula, B.J./Duane/Robin. Each group will submit their drafts to Janet for inclusion.

- ❖ Academic Scholarship: proposes satisfying accomplishments from column 1 and 2 for example in Column 1: Peer review article in a journal; proceedings; the completion of a chapter for a manuscript. Column 2 includes: Organizing a panel; serving on an editorial board
- ❖ Creative Scholarship 4 points--Taking into account: 1. Time spent, for example 15 hours a week. 2. Outcomes-workshops, films or visual work, directing, virtual work, creative presence at conferences or festivals. 3. Process or Method--Invited or commissioned, ongoing or one-time. 4. Positioning in the field, i.e. impact—advancing a theory or idea or experimental. Research workload discussions could take into the rank each individual faculty member.
- ❖ Dance Education—Including curricula development and distribution, pedagogical film or DVDs, Self-Produced research, requested chapters and proceedings, web-based publication, presentations and performances, commissions (move to creative scholarship)

4. 3:20-3:50: Discussion of dance history/studies course content, competencies and course progression discussion. Janet suggested swapping the progression of content to begin with modern and postmodern course as DCE 205 Dance History I: Modern and Post-modern dance as a first year spring course. In the junior year fall semester, students would enroll in DCE 306 Dance History II: Dance in/as Culture. Janet can submit Routine Course changes at the top of 2016-2017 academic year to take effect in Spring 2017.

Conversations also took place amongst the faculty as how we might integrate organized historical activities into DCE 117 for example, Duane could come into share Ailey content.

Meeting adjourned at 4:00pm
Minutes submitted by Janet Lilly, Department Head and Professor

Dance Faculty Minutes 4/14/2015 approve electronically 4/26/2016
12:30-1:45

Meeting came to order at 12:32pm

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

New Business:

1. Janet and Chris request production support and date requests.

Faculty may propose guest artists for the 2016-2017 academic year, but we are waiting to find out about any additional funding from the Provost or department "soft" money initiatives. At this point alumna Alex Warrant will be choreographing for the 143 students in the Fall, Roger Jefferies for 243/343 the Spring, DCE 443/487 will dance Graham's *Prelude to Action* and we are hoping to invite Masha Dashkina (currently in Winston) in to teach a week of Graham classes across the Contemporary area. Finally, Gerri Houilian is on board to teach DCE 412 for 4 Fridays in the fall term.

Event Request Information: Deadline: April 22 for submission to Janet and Chris. All requests have been reviewed and entered in the Department Calendar. Guidelines for production dates and support are provided below:

- a. Requested dates with at least one possible backup. In selecting dates try to avoid back-to-back production weeks with another event in the same performance space, along with proposals to present in the same week

as another event is in production. Also please avoid the Bill T. Jones/Arnie Zane UPAS production scheduled in February 2017.

b. Number of performances, and any special production needs or requests, including set building or live-streaming requests.

c. Will your event require a full production week (usually Sunday through opening night), and will you need a full crew?

d. Will you be selling tickets? We use Triad Stage Box Office. They charge a \$1.00 per ticket fee back to box office earnings. Please see the Dance Faculty Handbook to see more guidelines under other concerts by faculty if you are proposing a concert not directly linked to a dance course.

e. Will your event address the War and Peace Imagined theme?

Additional note:

Effective Fall 2016 term—322, 208 and 306 cannot support environmental production elements such as dirt, sand, baby powder etc. Water within limits has proven to be workable, but since these spaces are also teaching spaces the items mentioned above are too disruptive for production and house keeping. If choreographers have questions about acceptable usage please contact Janet and Chris.

Other questions:

a. The faculty had questions about how live streaming is working. Currently, Live Streaming is available when we can “piggy-back” on the Music’s technology. There is only access in 306 for Live Streaming. Amy will make requests early in the fall term for possible Live Streaming dates in the 2016-2017 production season.

b. The faculty notes that the structure of *The Evening with the Creative Class* event has a lot of faculty collaboration possibilities.

2. Compliance Assist (Weave), BA 5, BFA 7, MFA 4 SLOs

Discussion: B.J recommended that we establish rubrics to use across the curriculum. Robin suggested using the MSTR process and other existing assessment activities.

Robin has sent out the Google doc that showing the SLOS/metrics, for courses requiring Compliance Assistant, and graduating seniors for which we need responses for reporting. Robin suggested that we streamline the metrics down to 3-4, and separate BA and BFA outcomes, and working to align particular course assignments to the metrics.

We will touch base on these topics again at the term-end meeting, as well as throughout the year, and review the SLOs annually. For example, how do we integrate the technology component? The faculty suggested that we have implementation process to input data on an Excel sheet or other technology.

Announcements:

1. Dance priorities forwarded to the Provost by Dean Peter Alexander:
 1. Tenure Track Assistant Professor of Dance-studio/applied practice
 2. 100% appointment for Assistant Professor/Academic Professional, Melinda Waegerle
 3. Accompanist support
 4. Increased Grad Stipends effective Fall, 2017
 5. Personnel update: Assistant Professor of Dance Assistant Professor Cynthia Ling Lee has accepted an offer at the University of California Santa Cruz. The Provost has approved instructional coverage for 2016-2017, along with a national search for her replacement.

Meeting adjourned at 1:48pm

Minutes Submitted by Janet Lilly, Professor and Department Head

Dance Faculty Meeting Minutes 3/17/2016

Approved 3/23/2016

12:30-1:45pm, Coleman 225C

Meeting came to order at: 12:35pm

Announcements:

- 1. ACDA leaves 3/18**
- 2. Dance Education Connections concert 3/18-19**
- 3. Group advising completed, and undergraduate advising "thumbnail" registration plans updated**

In attendance: Duane Cyrus, Chris Fleming, Robin Fee, Jill Green, Cynthia Lee, Janet Lilly (recorder), Ana Paula Hofling, Mila Parrish, Melinda Wegerle

New Business:

1. Dance Budget 101-budget-overview of funding sources, and budgets in the School and the Dean's office.

There are several types of budgets that affect Dance operations. All personnel monies are managed by the SMTD Dean's office. The Dean's office informs the Dance Department Head if there are merit or compression/equity raises available. The Dean allocates TSR (Temporary Salary Reserve) monies to cover part-time instruction in the department. These funds are very limited, due to the current policy of vacant lines reverting to the Provost's office.

The Dean's office makes research funds available to faculty when available from his endowment funds. The Dean's office also makes allocations from

specific donor funds to support community engagement activities such as the Dancers' Connect program.

The Department has an OTP (Other Than Personnel) budget that comes from the state. These funds must be used each fiscal year—July 1-June 30. The Department Head and Business Coordinator manage OTP funds to pay for travel, guest honorariums, and other department operational activity.

Department Trust Funds roll over year-to-year. These funds, such as Box Office, are used to support production and curricular activities in the department. Box Office/Production funds are also used to pay for guest artists/choreographers, and ACDA attendance. An Discretionary Fund is currently populated by monies earned through the NDEO Online Professional Development partnership. This fund supports activities such as receptions and donor building activities.

Dance faculty received the 2016-2017 Budget request document for review and suggestions in February. Highlights of this year's request include: Waegerle appointment increase from 75% to 100%, grad stipend increases to keep us more competitive with other institutions, musicians for live accompaniment, guest artists, and Dance Medicine support.

The faculty will review the criteria for Department Trust funds at an upcoming meeting. They also support strategizing how we can increase accompanist and dance medicine support.

Meeting adjourned at 1:48pm

Meeting minutes submitted by Janet Lilly, Department Head

Dance Faculty Meeting Minutes 2/25/2016-Approved 3/15/2016

12:30-1:45pm, Studio 208

Minutes from 2/18 were approved electronically on 2/24

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

Announcements:

1.NCDEO this Saturday 2/27!!

2. End of term dates (on the department calendar): 1st year graduate student review 4/26 1-3:00; Wednesday 4/27 all day faculty wrap-up meeting-topics include revising workload guidelines, promotion and tenure guidelines, and benchmark discussions; 4/28 End-of-term sessions with graduating seniors, and other students, as needed; 4/29 TA wrap-up; 5/6 SMTD Commencement at the SMTD Auditorium (no more Aycok!)

3. Fall 2016 meet and greet sessions with visiting guests: we have identified a common time for Fall 2016 in student and faculty schedules as T/TR 12:30-1:45 (only 114/314 conflict and these courses are taught by adjunct instructors).

Faculty members are encouraged to include guest artist dates and information in their syllabi, particularly when the guest artist is teaching their class. This information is forwarded to all faculty prior to the start of the term, and is also posted on the main bulletin board. It helps if faculty remind students when a guest is teaching making note of things like timely arrival (prior to the start time of class), and any appropriate etiquette considerations.

Course and Curriculum updates:

1. BFA/BA required courses- replace 241 (Music for Dance) with DCE 350 (Dance Production). Approved 2/19/16
2. DCE 531 Capoeira is on the GSC agenda for approval
3. DCE 205 is before the SI/WI committee for consideration as a WI course

Old Business:

1. Distinguished Alum for November 10-11, 2016 event. The faculty spoke to the merits of three candidates. A paper vote was taken and **Anne Law** received the majority of votes.

Anne Law

<http://www.timesfreepress.com/news/life/entertainment/story/2015/dec/22/full-contact-art-new-program-takes-different/341128/>

<http://barkinglegs.org>

In future cycles the faculty will consider the outcome of our vote this year in selecting future awardees. Doug Risner received the 2nd most votes and will be awarded the 2017 Distinguished Alum award.

Doug Risner

<http://theatre.wayne.edu/profile.php?id=89>

<http://wayne.edu/newsroom/release/2016/01/28/national-dance-education-organization-prize-for-dance-researchers-is-named-for-wayne-state-universitys-doug-risner-5792>

For future cycles: Laura Arrington

<http://www.freshfestival.org/portfolio-item/practice-weekend-2-lab-jan-10-11-2015-laura-arrington-hana-lee-herdman-jesse-hewit/>

<http://contemporaryperformance.org/profile/LauraArrington>

1:00-1:45 Guest: Amanda Hughes SMTD Advising

Undergraduate advising sessions preparations, March 14 and 16

Amanda Hughes discussed how she can interact with dance students and advisers particularly in advising students in areas such as 2nd degree. She reviewed the new SOAR scheduling and guidelines. She previewed the upcoming changes to Sharenet. The faculty discussed providing an addendum to the proposal that would limit access to Sharenet to the department undergraduate coordinator. Robin will look into learning more about Sharenet access. The new Sharenet policy will go into effect in Spring 2017.

All dance majors are required to attend the group advising sessions. Dance majors should indicate Dance as their first degree whenever possible so that they only need to fulfill the 36 GEC hours required in SMTD. If students indicate their first major in the College of Arts and Sciences they will need to complete additional GECS for that school. A similar situation occurs with Kinesiology and Nursing. These programs require that their programs are listed first, and students in these programs will need to meet additional course requirements.

Meeting adjourned at 1:46pm

Minutes submitted by Janet Lilly, Professor and Head of Dance

Approved 2/24 Dance Faculty Meeting Minutes 2/18/2016

12:30-1:45pm, Coleman 225C

Meeting came to order at: 12:32pm

In attendance faculty: Duane Cyrus, Jill Green, Ana Paula Höfling, Cynthia Ling Lee, Janet Lilly (recorder) Mila Parrish, B.J. Sullivan

Guest SMTD Associate Dean Kelly Burke:

New Business:

1. Associate Dean Kelly Burke attended the faculty meeting to talk about FAR forms and the Peer Review Process. FAR forms are due to the Department Head, and Peer Review Committee Chair (Jill) by 3/24.

One Peer Review Committee meeting is already scheduled for 3/31. Peer Committee summary statements are due to the Department Head by 4/11. One-on-one faculty and Department Head Annual Review meetings begin 4/19.

Kelly Burke addressed questions from the faculty about the FAR form process. The first question addressed the necessity of submitting the Delaware Outside of Classroom reporting form. Burke anticipates that this form will not need to be submitted again this year, but recommends that faculty track these activities for other reporting purposes.

FAR is a reporting tool related to workload, followed by a reporting mechanism for reporting activities beyond the assigned and approved workload. The Dance department will add a signature line to the 2016-2017 workload form, and consider identifying discipline specific benchmarks for research and scholarship. We can start by asking ourselves questions such as: What standards of productivity look like in are areas of expertise? How do we evaluate the merits of local and national credits? How do technique faculty account for the amount of time required to maintain a level of training necessary to teach technique classes? What are creative/scholarly practices in dance? Examples:

1. Editing a book, curating a film or dance festival event
2. Published article, choreographic or performance premiere

Associate Dean Burke, encouraged the Dance Faculty to think of Peer Review as a mentoring process that supports positive professional interactions. She also stated that she would welcome the opportunity to address faculty questions on the workload or P&T process in individual meetings.

2. New school naming suggestions discussion (Mila and Duane)-deadline

At the moment we have the following possibilities from the Provost:

College of Performing and Visual Arts

College of Visual and Performing Arts

College of Creative Arts

Mila and Duane will send an e-mail requesting other suggestions from faculty that would reflect the new formation and point interested parties in the right direction (search engines, marketing, positioning in the filed, etc.)

Meeting Adjourned: 1:48pm

Minutes submitted by Janet Lilly, Professor and Department Head

Approved 2/15/16 Dance Faculty Meeting Minutes, 2/4/2016

12:30-1:45pm Coleman 225C

Faculty: Duane Cyrus, Chris Fleming, Robin Gee, Jill Green, Ana Paula Höfling, Mila Parrish, B.J. Sullivan, Melinda Waegerle

Guests Student class and group representatives: Vania Claiborne, Hunter Darnell, Kaylynne Leggett, Emmanuel Malettee, Erin Roberts

Updates:

- a. Flooring projects in 322 and 306
- b. Renovations in Rosenthal scheduled to begin in Summer 2016 for the pool studios, with the 2nd/3rd floor core occurring in 2017. During the core project renovation

New Business:

1. HSDD (3/4) updates Melinda-156 students scheduled so far.
2. Undergraduate Advising-Robin Gee. The group advising dates

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: Dance Minors, Study Abroad

Old Business: 1:00-1:45pm

1. Workload forms and Peer Review process-questions and concerns. FAR forms are available in the SMTD Faculty Manual. Topic for 2/18 meeting.

2. Meet and Greet sessions with visiting guests:

As we move forward, Janet will try and identify a common time in student and faculty schedules. In the meantime, we will find ways maximize student and guests interactions. Faculty are encouraged to include guest artist dates and information in their syllabi, when the guest artist is teaching their class. This information is forwarded to faculty prior to the start of the term. It also helps if faculty remind students that a guest will be teaching making note of things like timely arrival prior to the start of class and any appropriate etiquette considerations.

3. Report out of line allocations from Dean's office. How do we move forward, strengthen our case for future request cycles? Some ideas: 1. We present consistent messages of department teaching faculty needs as a faculty and in individual conversations with administration. 2. Request additional part-time instruction and guest artist support. 3. Encourage students to present their viewpoints to administration, and conduct a term end survey asking students about facilities, and class sizes. Students can advocate for faculty, music, and dance medicine support lines.

There were 4.5 lines available with .5 in TR, 2 in Music Studies, and 2 in Music Education. Lines allocated by the Dean's office follow. Notice that only one, with the exception of the previously allocated Theatre Head position, is for a Tenure Track position in Music Education:

- 1 FTE Tenured Associate/Full Theatre Head (previously allocated)

- 1 FTE NTT Lecturer (2 year contract) Theatre Costuming/Makeup
- 1 FTE NTT Lecturer (2 year contract) Tuba/Euphonium
- 1 FTE NTT Lecturer (multi-year possible) Piano
- 1 FTE NTT Lecturer (3 year contract) Music Theory
- 1 FTE Assistant/Associate Professor (possibility of tenure) Music Education

5. Student and Faculty discussion: Students and faculty articulated the importance of live music for dance classes and discussed the value of having a Musical Director on staff. Kaylynne Leggett will talk to Dr. Terranova in Kines to see about students receiving internship credit for working with dancers.

Students communicated the value of guest artist experiences and expressed an interest from BFA dancers for more audition-based activities. Ideas for additional and special topic classes were presented.

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

Approved 2/15 Dance Faculty meeting minutes

TR 1/21

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

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

1. Faculty shared research highlights from the holiday break or coming up in the spring term. Faculty are encouraged to post stories to the faculty activities site on the SMTD Faculty Resources page

- ❖ Ana Paula-paper accepted to Peer Review Journal-Brazilian Journal of Presence Studies
- ❖ Jill- writing article for a Brazilian Journal, Scientific Journal of Arts / FAP, on Social Somatic Theory,
 Asked to help edit a book on somatic research.
- ❖ Duane-John Perpener of Eleo Pomare Legacy Project, attended USASBE Conference (U.S. Association for Small Business and Entrepreneurship) and preparing work for presentation at the CADD Conference at Duke University (CAD-Collegium on African and Diasporic Dance) Cynthia and Ana Paula will also attend CAD.
- ❖ Cynthia Ling Lee and Robin Gee- 1/28,30 improvisation for Fringe Dance
- ❖ B.J. Sullivan- Baryshnikov Duet Program with the Baryshnikov Foundation

Updates:

1. Space planning: A. renovation phasing updated. Student advocacy for administration priorities.

B. Spring facilities requests includes: 2nd floor stairway safety, 322, 221A and B, locker room painting 2nd floor office 220A soundproofing
3. 306 improvements

2. Guests goal for more student interaction. Janet will try and identify a common time in student and faculty schedules. In the meantime, we will find ways maximize student and guests interactions.

3. Library requests to Ana Paula

4. War and Peace Imagined season planning update.

5. Police Sargent Joyner to meet with students on Wednesday 1/27 during morning technique classes. Goal to make emergency protocols more available to faculty, staff and students.

6. Faculty are encouraged to download their FAR forms from the MTD faculty manual.

Course and Curriculum approved UCC: effective Fall 2016

1. DCE 259 Introduction to Laban Movement Analysis (Previous Experimental Course) (Howerton, Kinefuchi) Approved

2. DCE 531 Capoeira History and Practice (Howerton, Barton) Approved
Pending GSC approval scheduled for February GSC meeting

3. DCE 350 Dance Production – revise prerequisite (Layson, Barton) Approved

Meeting adjourned: 1:53pm

Minutes submitted by Janet Lilly, Department Head

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 225C (room schedules are posted outside of the rooms)

ACDA Faculty Representative

Cynthia Lee-dates 3/18-22/2016

Duane Cyrus

Chris Flemming

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)

Dance Search Committee

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. Spring Dances-4/15-16 Concert Coordinator: Janet Lilly
Choreographers: Christal Brown (443-Lilly rehearsal directs), Robin Gee, Janet Lilly (143/343), Cynthia Ling Lee (687/688), B.J. Sullivan (243)
4. Dance Education Concert, 3/18-19, Concert Coordinator: Mila Parrish
5. BFA Thesis Concert 4/22-23, Concert Coordinator: Janet Lilly, BFA students
6. The Creative Class Coordinator: Duane Cyrus

Peer Review Committee

1. Jill Green (Chair)
2. Robin Gee
3. B.J. Sullivan
4. SMTD Rep Bob Bracey

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. Mary Evelyn Hunt

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. Ana Paula Hofling(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: Dance Minors, 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
5. Emily Crofford GA

Student class representatives:

1. First year students- Shaylin Watson
2. 2nd year-Erik Bateman and Sarrina K.
3. 3rd year-Hunter Darnell
4. 4th year-Emmanual Mallette

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

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.

Faculty Service Assignments 2016-2017

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

ACDA Faculty Representative

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. TBD
2. TBD

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* Chair-Joy Williams
5. Robin Gee* Thesis Chair-
6. Jill Green* Thesis Chair
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-TBD

Library Liaison

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

Concert Coordinators and Artistic Directors etc.

1. Fall Dances (includes Saturday matinee) Concert Coordinator: Janet Lilly
Choreographers: Graham, Lilly, Tornow, Warren,
(to improve audience and performer involvement institute a group bow at the end of the concert)
2. Dancers Connect Fall and Spring, Concert Coordinator Mila Parrish
3. Spring Dances-Concert Coordinator: Janet Lilly
Choreographers: Höfling, Jefferies,
4. Dance Education Concert, Concert Coordinator: Mila Parrish
5. BFA Thesis Concert Concert Coordinator: Janet Lilly, BFA students
6. An Evening with the Creative Class Coordinator: Duane Cyrus
7. GSO Film Festival Coordinator: Robin Gee

Peer Review Committee

1. Jill Green (Chair)
2. Robin Gee
3. B.J. Sullivan
4. SMTD Rep TBD

Peer Review observations

1. Ana Paula Hofling-TBD
3. Jill Green observes Associate Professors

Placement Class Fall 6:30 pm in 306

1. Janet Lilly
2. Duane Cyrus
3. TA TBD

Placement Class Spring 6:30pm in 306

1. Duane Cyrus
2. Robin Gee
3. TA TBD

HSDD

1. Melinda Waegerle

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. Ana Paula Hofling(Chair)
2. Janet Lilly
3. Jill Green
4. Duane Cyrus

Technique Committee (on hiatus)

1. Duane Cyrus (Chair)

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: Dance Minors, Study Abroad

Fall Undergraduate Audition:

Please note all faculty are encouraged to attend

- 1 Robin Gee (UG Coordinator)
2. Duane Cyrus
3. Melinda Waegerle
4. B.J. Sullivan

Spring Undergraduate Audition:

Please note all faculty encouraged to attend

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

Student class representatives:

1. First year students- TBD
2. 2nd year-TBD
3. 3rd year-TBD
4. 4th year-TBD

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

Co-Presidents: TBD

Vice-President:
Secretary:
Treasurer:
Student Representative:

2016-2017

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.*

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

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/
Dance Education: Mila/Melinda

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

Please note: schedule may change when faculty are promoted

Must complete PTR training in the year scheduled for review

The link to the training modules is here:

<http://old.northcarolina.edu/aa/tenuretraining/index.php>

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

2017-2018: Jill Green, B.J. Sullivan (Professor file 2016-2017)

2018-2019: NO DANCE FACULTY SCHEDULED

2019-2020: Robin Gee

2020-2021: NO DANCE FACULTY SCHEDULED

2021-2022: Duane Cyrus, Mila Parrish