**EXPECTATIONS**

You are expected to demonstrate a focused physical application and/or mental application of the course material. It is important to take responsibility for your own growth by watching, listening, processing, and clarifying within each class.

**LEVEL PLACEMENT/ASSESSMENT**

**Evaluation in Technique Classes**

Students will be evaluated within the first two weeks of the semester to ensure proper technique placement. It may be necessary to move a student up in level or down in level based on his/her technical skill or physical limitations. It is the primary focus of the department to provide appropriate material for the assigned level to maintain curriculum integrity and transferability to university dance programs. It is also imperative that courses be taught with safety concerns in mind. It is vital that students work at their appropriate level to avoid injury.

**ATTENDANCE**

**Absences**

Attendance is critical. You must be present in class in order to be evaluated on your work. Students are evaluated daily in technique classes on the basis of attendance and quality of commitment during class time. Consequences for absences can include but not limited to: point deduction, assignment failure, and grade deduction/failure.

Review Faculty Syllabus for specific attendance policy.

Absence from class is not an excuse for late work or failure to be prepared for the next lesson.

*Pace of technique classes will be determined by comprehension of the students. Attendance and practice is essential in order to increase the pace.*

**Tardiness**

Students must arrive promptly for class. If a student is 5 minutes late to class, that student will be considered tardy. A student who is tardy is required to gain permission from the professor before joining the class. If the professor determines that the student is able to join class, that student will receive partial participation points. If the professor determines that the student is too late to join class, the professor may request the student observe class for reduced participation points.

30 minutes late will be considered absent.

**Leaving Class Early**

If a student must leave early, that student must notify the professor BEFORE instruction begins. The professor will determine whether the student will receive credit for a full class, a partial class, or any class at all. If the student fails to notify the professor before instruction begins, the student may be counted absent and/or lose participation points.

**Observation**

If a student is injured or is ill and is unable to participate in class, they may sit and observe. Students observing must complete a department observation form and will receive reduced points for the day.

**Make-up Classes**

Collin College dance department does not allow make-up classes.
PARTICIPATION

Physical Participation
All dance technique courses require students to be physically involved. Certain physical limitations may impact a student’s learning experience and ultimately his/her grade. Students must be fully aware of his/her physical limitations and the requirements for a particular technique course. It is the student’s responsibility to discuss with the professor any concerns he/she might have regarding his/her physical participation in a class.

Note: Some technique classes are more physical than others. To find out more, discuss with your faculty member or the chair of the department. Students will be evaluated within the first two weeks of the semester to ensure proper technique placement. It may be necessary to move a student up in level or down in level based on their technical skill or physical limitations.

Verbal Participation
All dance courses require students to verbally participate. Level of student’s participation in discussions is reflected in daily participation grade.

Daily Evaluation/Points
All dance course, utilize a daily evaluation point system.
Review your Faculty Syllabus.

Application of Professor Feedback
It is imperative that students enrolled in upper level technique classes (Level III & IV) apply the feedback they receive from their professor. One way faculty evaluate the level of their class is by the students’ abilities to listen to a movement concept and movement correction and apply that within their body. If students fail to demonstrate an application of professor feedback, effort points will be deducted.

INFORMAL DANCE CONCERT
All dance students enrolled in dance technique courses are encouraged to participate in the end-of-semester informal concert. Participation in this concert, as a class and individually, is solely at the discretion of the professor. Advanced level technique courses are required to participate in this concert. The informal concert will be held in the John Anthony Theatre on the Spring Creek Campus in Plano. Dance classes meeting at the Preston Ridge or Central Park Campuses MUST travel to the Spring Creek Campus for technical rehearsals throughout the week of the performance. These rehearsals will occur in the theatre during scheduled class time. Any concerns about this performance opportunity must be discussed with the faculty member in a timely manner.

CLASS ETIQUETTE
All dance students enrolled at Collin College are expected to practice the following classroom etiquette:
• No leaving the studio/classroom for any reason without obtaining the professor’s permission. This includes the use of the restroom. Please plan accordingly PRIOR to class. Communicate any concerns with your faculty.
• Cell phones must be turned off or placed on silent during class. Students may not use cell phones during class. Students may not leave class in order to respond to texts. If a student leaves class to respond to a call or text, that student will not be permitted to return to that class period. If a student is expecting an urgent call, he/she must notify the professor PRIOR to the start of class. See Collin Student Handbook regarding Disciplinary Action that may be taken if your cell phone disrupts the class.
• No talking while the professor is speaking and/or demonstrating.
• No sitting down during technique class without professor’s permission.
• Dance studio is for class use only. Any personal use must be approved by department chair, faculty or dance lab assistant.
• No eating or drinking in the dance studio. Bottled water is the only exception.
• No chewing gum in dance studio.
• Use of laptops in classrooms is at the professor's discretion.
• Students enrolled in technique classes are expected to uphold proper hygiene; ie: perspiration towel, change of dance attire, proper undergarments, etc.
• It is proper to acknowledge gratitude to the dance accompanist immediately following each class.

**DANCE ATTIRE**

**General Dress Codes for Technique Courses**
Appropriate dance attire is required for all technique classes – no baggy clothing. Leotards and tights are preferred. Hair must be pulled back in a way that is not disruptive during class. Hats, excessive jewelry and chewing gum are not allowed. Failure to comply with course attire will result in loss of participation points. All dancewear must meet with professor approval. Review specifics on Faculty Syllabus.

All students must wear supportive undergarments: bras for females and dance belts for males.

**Ballet I, II (DANC 1141, 1142)**
- **Females:**
  - Solid colored leotard: preferably black in color
  - Pink or black tights or leggings
  - Pink ballet shoes: REQUIRED by end of 2nd week
  - Hair must be pulled up off the neck
  - Minimal jewelry
  - Ballet skirts - optional

- **Males:**
  - White or black T-shirt, tank or leotard
  - Black tights or tight fitting dance pants
  - Black socks/tights and black ballet shoes
  - Shoes REQUIRED by end of 2nd week

**Ballet III, IV (DANC 2141, 2142)**
- **Females:**
  - Leotard: Black only
  - Pink or black tights
  - Pink ballet shoes: REQUIRED by end of 2nd week
  - Hair must be pulled up and secured back
  - Minimal jewelry
  - Ballet skirts – optional
  - Pointe shoes at the discretion of the faculty

- **Males:**
  - White or Black T-shirt, tank or leotard
  - Black tights or tight fitting dance pants
  - Black socks/tights and black ballet shoes
  - Shoes REQUIRED by end of 2nd week

**Modern I, II (DANC 1145, 1146)**
- Dance attire highly recommended: leotard, tights, pants, leggings
- No street clothes
- No shorts or sheer tights
- Knee pads permitted
- Barefoot

**Modern III, IV (DANC 2145, 2146)**
- Dance attire REQUIRED: leotard, tights, pants, dance shorts; no specific color requirement
- No street clothes
- No shorts or wraps over dance attire
Knee pads permitted
Barefoot

**Jazz I, II (DANC 1147, 1148)**
- Dance attire highly recommended: leotard, tights, jazz pants
- No street clothes
- No shorts or sheer tights
- Knee pads permitted
- Jazz shoes REQUIRED by end of 2nd week: jazz shoe or jazz sneaker; preferably black in color

**Jazz III, IV (DANC 2147, 2148)**
- Dance attire REQUIRED: leotard, tights, jazz pants; no specific color requirement
- No street clothes
- No barefeet or socks after warm-up
- Knee pads permitted
- Jazz shoes REQUIRED by end of 2nd week; preferably black in color and NO JAZZ SNEAKERS

**Tap I, II (DANC 1110, 1111)**
- Dance attire highly recommended: leotard, tights, jazz pants
- Loose fitting clothes permitted with professor approval
- No jeans
- Tap shoes REQUIRED by end of 2nd week: single taps only; flat soles or character style tap shoes; preferably black in color

**Dance Improvisation/Composition (DANC 1101/1201)**
- Rehearsal dancewear (No street clothes)
- Minimal jewelry

**Topics in Dance Technique (DANC 2301)**
- Specific attire and shoe requirements will be outlined in the faculty syllabus.

**Performance & Practicum I, II, III, IV (DANC 1151, 1152, 2151, 2152, 1212, 1213, 2213, 2214)**
- Rehearsal dancewear (No street clothes)
- Minimal jewelry

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**GRADING POLICY**

**Method of Evaluation**
Evaluation is on going throughout the semester via verbal and written comments from the professor. Evaluation of technique and creative work is based primarily on the student’s commitment to the activity as evidenced by energy investment, degree of exploration, participation in the group creative process, contribution to discussions and application of suggestions from professor to enhance quality of performance and technical expertise.

**Grading Scale**
Consult the Faculty Syllabus for specifics. Collin College’s dance department scale:

- 90-100% A
- 89-80% B
- 79-70% C
- 69-60% D
- Below 60% F

**Late Assignments**
Consequences for late work can include but are not limited to: point deduction, failure of assignment or refusal to accept work. Review the Faculty Syllabus.

**Extra Credit**
Extra Credit opportunities are at the discretion of the professor. Review Faculty Syllabus.
Finals

All students are required to attend final exam. Consult the semester exam schedule for details.

Participation in the end-of-semester informal concert is not in lieu of attending the final exam.

Audit Students

Students who are auditing classes will not receive grades or credit for the course. Full participation and attendance is expected of all audit students. There will be no overt distinction between credit vs. audit students within the class session. Audit student’s participation in the final performance concert will be addressed on an individual basis at the professor’s discretion.

Academic Ethics

Consequences for any form of academic dishonesty can include but are not limited to: Incident report to the Dean of Students & Department Chair, loss of points, failure, reassignment, or expulsion from institution. Action will be assessed on an individual basis.

All suspected incidences of plagiarism, cheating, or any form of scholastic dishonesty, will be reported to the Dean of Student’s Office.

ALL ASSIGNMENTS SUBMITTED AND/OR PRESENTED IN THIS CLASS, MUST BE YOUR ORIGINAL WORK!

Collin College Student Handbook

All students are responsible for the material presented in the Collin College Student Handbook. Students are encouraged to familiarize themselves with the sections on Disorderly Conduct and Scholastic Dishonesty.

COURSE WITHDRAWAL/TRANSFERS

Withdrawal/Drop Procedures

Students must contact the Admissions and Records Office for withdrawal deadlines. A student who discontinues class attendance and does not officially drop or withdraw from the course will receive a final performance grade. Discuss your concerns and needs with your professor if you feel you need to withdraw from the course. Please note: Your professor cannot drop you from the course. Students must fulfill all drop procedures established by Collin College.

Course Transfers

Course transfers, whether laterally or internally, are issued at the professor’s discretion. After consultation with the department chair, a student may transfer into another course or section. This may be necessary if a student was enrolled in an inappropriate technique level. The chair or professor may refuse to give a transfer to a student whose absences from class create a disruption in the student’s and class’ learning process. Transfers cannot be a means to “shop” for a specific faculty or course.

DANCE DEPARTMENT CONTACTS

If a student has any comments or concerns regarding a course guideline, grade or professor, he/she must first discuss the situation with his/her professor or bring their concerns to the department chair. After meeting with the chair, further issues may be brought to the Dean of Fine Arts.

<table>
<thead>
<tr>
<th>DANCE FACULTY</th>
<th>CONTACT INFORMATION</th>
<th></th>
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<tbody>
<tr>
<td>Tiffanee Arnold, Chair</td>
<td><a href="mailto:tarnold@ccccd.edu">tarnold@ccccd.edu</a></td>
<td>972-881-5830</td>
</tr>
<tr>
<td>Meghan Cardwell-Wilson, Professor</td>
<td><a href="mailto:mcwilson@ccccd.edu">mcwilson@ccccd.edu</a></td>
<td>972-377-1014</td>
</tr>
<tr>
<td>Lesley Snelson-Figueroa, Professor</td>
<td><a href="mailto:lsnelson@ccccd.edu">lsnelson@ccccd.edu</a></td>
<td>972-881-5630</td>
</tr>
<tr>
<td>Associate Dance Faculty</td>
<td>See Faculty Syllabus</td>
<td></td>
</tr>
<tr>
<td>Dean of Fine Arts</td>
<td>SCC – A175</td>
<td>972-881-5107</td>
</tr>
</tbody>
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ACCEPTANCE OF GUIDELINES

The professor is the final authority in matters concerning safety, discipline and instruction. The students’ safety and learning experience in all of the Collin College Dance programs are the highest concern of the Collin College Dance Faculty and staff; therefore the professor has the ability to make procedural and instructional classroom decisions that affect classroom safety and instruction.

I have read and understood the Collin College Dance Department Course Guidelines.

Semester _________________________ Year ________________________

Name (printed) _______________________________________________________________

Dance Course(s) __________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Signature ____________________________________________________________________

Date _______________________________________

Please detach this page and return to your professor. If you are enrolled in multiple dance classes, you only need to complete this once and return to one of your professors. This will need to be completed every semester.