THEA 1371.002– Fall 2019  
Stagecraft - Basic Costume Construction  
Tuesday and Thursday 11AM-12:15PM

Costume Studio Rm 214  
Center for the Arts  
ph.# (361) 825-3391

Instructor: Rosa M. Lazaro  
e-mail: rosa.lazaro@tamucc.edu  
ph.# (361) 825-2362

Office:  
BH 320

Office Hours:  
M/W 10AM-12 Noon & T/H 11:30-12 Noon

Studio Hours:  
TBA

Required Text:  
Basic Sewing for Costume Construction by Rebecca Cunningham

Required Supplies:
1 sewing kit including 8” shears, pins, needle/thread, tape measure, ruler, etc.  
Muslin for projects  
Pattern & Material for final projects (will be discussed later in semester)  
*Your course fee will cover the cost of some supplies provided at the start of the semester—we will discuss this in class.

Student Learning Outcomes:
- The student will be able to identify, comprehend, and demonstrate practical knowledge of tools, machines, and techniques practiced in a costume studio.  
- The student will recognize the different fabric types and what materials are best suited for a type of garment.  
- The student will have basic construction skills. These skills are gained by extensive hands-on experience by working on seasonal productions in the costume studio.  
- The student will have the ability to layout, cut, and construct a patterned fashion item.

Grading:

| Project #1: Book of Sewing Techniques | 75 pts. |
| Project #2: Rehearsal Piece | 125 pts. |
| Project #3: Hat (X2 min.) | 125 pts. |
| Professionalism | 75 pts. |
| Quizzes: 5 x 20 points | 100 pts. |
| Lab Hours - Mandatory 30 hours | 100 pts. |
| TOTAL | 600 pts. |

Grading Break Down
A= 600 – 525  
B= 524 – 475  
C= 474 – 425  
D= 424 – 300  
F= 299 – 0
Assignment Details:

Project #1: Book of Sewing Techniques
Several samples will be started in class each day. There will be no excuse for not having your samples done and mounted on time. If the student is unable to finish the sample in class, samples must be completed prior to the beginning of their next class period. Samples may not be worked on in place of mandatory shop hours. Presentation is 25% of the assignment so higher grades will be given to those students with clean well presented books.

Project #2: Rehearsal Piece
Using the skills students have been taught, it will be their assignment to evaluate pattern size, and Drafting for assembling their own rehearsal piece. Students may refer to their books and handouts as needed during this process. Students may also ask opinions of fellow students. However, students cannot have another student actually do construction work on their garment. Students will also be allowed to ask informed questions of the instructor.

Project #3: Hats (X2)
The students will draft a partner, and along with their build partner choose a fabric provided by the instructor. They will be required to draft the pattern, cut the fabric, and assemble their own hats. Each class period new steps of project #3 will be taught. In the case that the student cannot finish these steps in class, they will be expected to have completed those steps and be ready to move on prior to the beginning of their next class period. The first hat will be completed throughout the step-by-step process during lectures. The second half be completed based on your notes and you’re work on your first hat, your second hat should show improvement and the ability to be self-motivated and independent in your work. A minimum of two hats per student is required for your final grade. Hats may not be worked on in place of mandatory shop hours. Because this is a final project and worth more points than any other part of the class all work must be done during class or while the instructor is in the Costume Studio (75% of your work must be done in the university costume shop).

Professionalism:
Professionalism is graded on attendance, be punctual and have all needed supplies ready to work (attendance) (19pts), involvement in lecture and teamwork / helping each other in class and labs (37pts), and overall progress in class and lab work (19pts).

Quizzes:
On your calendar you will find five listed quizzes these quizzes are non-comprehensive and cover the readings and lectures most recently covered on the calendar. Quizzes are one of the only place extra credit can be earned. All quizzes and exams will be hand written in class. To receive full credit please be positive that all writing is legible, and make sure your name is on your quiz.
Lab Hours & Strike Policy:
- Lab hours must be scheduled and completed during studio hours (hours are listed above). Unless a student has completed their set hours and are now earning extra credit hours they maybe turned away for arriving outside their scheduled hours.
- The instructor or an official shop employee must supervise student’s hours.
- There will be Friday Lab Classes every Friday from 2pm-4pm. 1100 students must attend each week as a class. These classroom hours will not count toward your 30 hours. Missed classes will count as an absence and cannot be made up.
- You are required to work one of two Work Calls. The work calls will be Friday TBA and TBA. There will be a signup sheet. These hours do count toward your lab hours. Make sure you sign in & out like any regular lab.
- One out of two strikes are required (Let the Right One In – October 20th – 5pm, Hamlet – November 17th – 5pm). There will be a signup sheet. There will be a sign in & out sheet. Strike hours will not count toward your 30 hours.
- There will be a signup sheet. There will be a sign in & out sheet. Strike hours will not count toward your 30 hours.
- 30 hours are required. Failure to complete your 30 hours will result in a Failure in 1100 and could result in a full letter drop in 1371.
- Missed hours will count as an absence and cannot be made up.
- Failure to have at least 15 hours by midterm will result in an added 15 hours for a total of 45 hours.
- Class and personal projects may not be worked on in place of mandatory shop hours.
- There will be Friday Lab Classes every Friday from 2pm-4pm. 1100 students must attend each week as a class. These classroom hours will not count toward your 30 hours. Missed classes will count as an absence and cannot be made up.
- Lab hours must be scheduled by the second week of class.
- Lab hours will 3 hours / week. Either two 1.5 hours block or one 3 hour block, NO single hour blocks of time will be permitted.
- At the end of your scheduled hours each day, you must sign out, and have an instructor, or student shop employee initial. Time will not be added after that day of work. Unsigned hours will be dropped.
- Be on time when you are scheduled to report to work. Wear appropriate footwear (Closed toed shoes) and be ready to do what is asked of you.
- Sign up for all time slots is first come first served basis, when time slots are gone they are gone.
- Remember a positive attitude will result in a positive experience. Have fun!

Attendance Policy:
The department has a strict class attendance policy. You will be allowed two absences. For the purpose of this course, there will be no distinction between excused and unexcused absences. After the second absence, your grade will decrease by one letter grade for each absence beyond two. Two late arrivals to class are equal to one absence. If you are more then 15 minutes late please do not bother coming, you will still be marked absent. If you do come in late please be as quite as possible to not disrupt the class. If you accrue 5 or more absences you cannot pass this course. It is beneficial as
a student to attend class to learn and develop costume construction skills. NO FLIP FLOPS. Wearing flip flops will result in dismissal until appropriate foot ware is worn. You will be marked absent for the day.

**Late Work / Missed Quizzes:**
Late work will not be accepted. Missed Quizzes are missed and cannot be made up. However, if you are willing to take your quiz or hand in a project early that is acceptable.

**General Classroom / Lab Rules:**
- Please note these rules apply while doing your lab hours as well.
- No Cell Phone. If I see them out for texting, talking, etc. I will confiscate it until the end of class. Don’t even take it out to use it as a clock. Most Professional shops do not allow them, so either will this shop. Only faculty and appointed student staff members are allowed to use cell phones during lab hours.
- Appropriate computer usage only. You are assigned to work on the shop computer.
- iPods, MP3 player, Portable CD Players, etc. are allowed. So long as you use them at appropriate times only. You may wear them while sewing, but not during lecture time. You may use recording devises to record lectures and demos. You may not use them to text, Facebook, Tweet, Pokemon Go, Instagram, etc. Use them to listen to music and to record lectures/demos only. Any unauthorized usage will lead to confiscation of your phone and a very awkward moment for us both.
- This shop has a community MP3 player/ Radio. Anything maybe played on it so long as no one in the shop feels the music is inappropriate. If anyone finds the music offensive for any reason, the music will be changed or shut off immediately, without question.
- NO WEAPONS of any kind, including cool guns or knives. If you carry a multi tool, Leatherman, Gerber, etc. it should only be used appropriately, for lab related work.
- NO FLIP FLOPS. Wearing flip flops will result in dismissal until appropriate foot ware is worn. You will be marked absent for class or lab.

**Disabilities Accommodations**
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call or visit Disability Services at (361) 825-5816 in Corpus Christi Hall 116.

If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.
Academic Advising

The College of Liberal Arts requires that students meet with an Academic Advisor as soon as they are ready to declare a major. Degree plans are prepared in the CLA Academic Advising Center. The University uses an online Degree Audit system. Any amendment must be approved by the Department Chair and the Office of the Dean. All courses and requirements specified in the final degree plan audit must be completed before a degree will be granted. The CLA Academic Advising Office is located in Driftwood #203. For more information please call 361-825-3466.

Dropping a Class

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with your academic advisor, the Financial Aid Office, and me, before you decide to drop this course. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. The last day to withdraw from this class is November 8th.

Grade Appeals

As stated in University Procedure 13.02.99.C2.03, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.03, Student Grade Appeals. These documents are accessible online at: http://academicaffairs.tamucc.edu/rules_procedures/assets/13.02.99.C0.03_student_grade_appeals.pdf.

For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s office in the college in which the course is taught. For complete details on the process of submitting a formal grade appeal in CLA, please visit the College of Liberal Arts website, http://cla.tamucc.edu/about/student-resources.html.
Academic Integrity/Plagiarism

University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work.) In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test will result in a failing grade for that assignment.

Classroom/professional behavior

Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

Statement of Academic Continuity

In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

All Theatre Majors and Minors are expected to have read and be familiar with the Student Handbook concerning policies and procedures for the department.
Schedule:

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
<th>READING / DUE</th>
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<tbody>
<tr>
<td>8/27/2019</td>
<td>INTRODUCTION / Tour</td>
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<tr>
<td>8/29/2019</td>
<td>Safety / Tools of the trade (Quiz #1)</td>
<td>Appendix I</td>
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<tr>
<td>9/3/2019</td>
<td>Machines &amp; How they work (Quiz #2)</td>
<td>Ch. 3 / Appendix II</td>
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<tr>
<td>9/5/2019</td>
<td>Seams &amp; Serging (Project #1)</td>
<td>Ch. 3</td>
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<td>9/10/2019</td>
<td>Hems &amp; Hand Stitching</td>
<td>Ch. 1</td>
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<td>9/12/2019</td>
<td>Darts</td>
<td>Ch. 4</td>
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<td>9/17/2019</td>
<td>Closures</td>
<td>Ch. 2</td>
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<td>9/19/2019</td>
<td>Work on Books</td>
<td>Work Day</td>
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<td>9/24/2019</td>
<td>Closures / Pocket</td>
<td>Ch. 2 / 7</td>
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<td>9/26/2019</td>
<td>Hems &amp; Hand Stitching</td>
<td>Ch. 1</td>
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<td>10/1/2019</td>
<td>Fibers &amp; Garments (swatch kits)/Books due top of class (Quiz #3)</td>
<td>Project #1 / Handout</td>
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<td>10/3/2019</td>
<td>Burn Day/Fiber Burn Testing (Quiz #4)</td>
<td>Ch. 3 /</td>
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<td>10/8/2019</td>
<td>Measurements</td>
<td>Ch. 8</td>
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<td>10/10/2019</td>
<td>Patterns &amp; Cutting (Project #2)</td>
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<td>10/29/2019</td>
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<td>10/31/2019</td>
<td>Finish Project #2</td>
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<td>11/5/2019</td>
<td>Lecture on Hats / Team up / Fabrics</td>
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<td>11/7/2019</td>
<td>Teams Cut Fabric</td>
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<td>11/12/2019</td>
<td>Everyone Build Project #3</td>
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<td>11/19/2019</td>
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<td>11/21/2019</td>
<td>THANKSGIVING</td>
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<td>Everyone Build Project #3</td>
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<td>11/28/2019</td>
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<td>12/3/2019</td>
<td>Everyone Finish Project #3 (Quiz #5)</td>
<td>Project #3 DUE</td>
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<td>12/4/2019</td>
<td>SHOP CLOSES @ 5PM</td>
<td>ONLINE PAPERS</td>
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<td>12/6/2019</td>
<td>Finale electronic paper</td>
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***Instructor reserves the right to adjust the Syllabi as necessary.***

***Remember to Have Fun!!!***
Theatre 1371 Costume Construction
Project #1 Sample Book

- Hand Stitching
  - Running Stitch (Pg 2)
  - Even Basting (Pg 3)
  - Back Stitch (Pg 5)
  - Slip Stitch (Pg 7)
  - Hemming Stitch (Pg 9)
  - Locking Hem Stitch (Attach to Pg 16)
  - Catch/ Cross Stitch (Pg 10)
  - Whip Stitch (Pg 12)

- Machine Stitching
  - Sample Stitching Sheet (Attach to Pg 26)
    - Straight Stitch (Pg 23)
    - Hem Stitch (Pg 24)
    - Zig Zag Stitch (Pg 24)
    - Basting / Gather Stitch (Pg 23)
    - Serge Stitch (Pg 25)
  - 1” Seam (Pg 31)
  - 5/8” Seam (Pg 31)
  - Darts (Pg 29)
  - French Seam (Pg 36)
  - Flat - Fell Seam (Pg 34)
  - Pocket (Pg 46 Attach to Pg 48)

- Closures
  - Shank Button (Pg 17 Attach to Pg 22)
  - Flat Button (four hole or two hole) (Pg 18 Attach to Pg 22)
  - Hook & Bar (Pg 19-20 Attach to Pg 22)
  - Snap (Pg 20-21 Attach to Pg 22)
I, ____________________________ have read, and understand all assignments, rules, and regulations contained in the above document (THEA 1371 Syllabus). I acknowledge that by signing this form I agree to follow the guidelines set for this course. I also take responsibility for keeping track of my copy of the document, and any information contained in the document (If you lose your syllabus you will be responsible to get a new copy. This is a syllabus not an excuse for being unprepared.).

Print Full Name________________________________________________________

Preferred (Islander) Email ____________________________________________

Contact Phone Number (CELL) ____________________________

X________________________________________________________