

THEATRE AND DANCE STUDENT HANDBOOK

ABOUT THE DEPARTMENT

The Department of Theatre and Dance is located in the beautiful L.E. and Thelma E. Stephens Performing Arts Center (building #88), completed in 2004. The Department of Theatre and Dance Office and faculty offices are located in the west wing of the complex, right off Sam Nixon Drive on Bartz Way. Faculty offices and studios for the Dance program are located in the Red Hill Building (building #40) near the center of campus.

The Department currently has (5) full-time faculty as well as adjunct instructors. Biographies can be found on our website [School of the Arts](#).

MISSION STATEMENT, VISION, AND VALUES

Mission: We cultivate a community of artists by offering diverse opportunities that promote individual growth and collaborative thought. We foster a learning environment where students are encouraged to explore the unfamiliar and to take risks without fear of failure.

Vision: To grow a family of artists who inspire empathy and engage our world.

Values:

Collaboration - stronger together

Passion - encouraging artists to love what they do through artistic excellence

Insightful - thinking critically to find answers beyond the obvious

Empowerment - promoting courageous actions and perspectives

Innovative - strive for change

DEGREES OFFERED

The Theatre and Dance Department offers:

Bachelor of Arts (B.A.) in Theatre, Theatre Minor

Musical Theatre Minor-General Track

Musical Theatre Minor-Theatre Track

Musical Theatre Minor-Music Track

CERTIFICATES:

Design & Technical Theatre

Simulated Participant Actor

The School of Education in the College of CHES (Humanities, Education & Social Sciences), offers several degree options in Theatre. These include:

Secondary Education, Drama Endorsement (20, 30, and 45 credit options)

FINANCIAL ASSISTANCE

Financial aid options include general scholarships, grants, and loans available through the Idaho State University Financial Aid Office (www.isu.edu/finaid). Please check in with the financial aid office periodically during your time at Idaho State University and contact them with any finance questions.

All entering freshmen, new transfer, continuing undergraduate, professional, and graduate students should apply for university scholarships in the Bengal Online Scholarship System (BOSS). Please visit [Important BOSS Instructions | Idaho State University](#) for more information and how to login to BOSS.

The Department of Theatre and Dance offers scholarships each academic year. Scholarship auditions/portfolio reviews are held annually during the spring semester. Most departmental scholarships require that students maintain a departmental theatre 3.0 grade point average.

To apply and maintain a Theatre scholarship students must:

- Declare intent to major in theatre
- Enroll as a full-time student
- Maintain a 3.0 theatre GPA
- Complete 4 general education objectives yearly until all goals have been fulfilled
- Work on two ISU Theatre productions in a technical or performance capacity during the scholarship year.
- Performance scholarship students must audition for all main stage productions in the academic year.

HOW TO BECOME A MAJOR AND CHOOSE YOUR ADVISOR

To declare your major you need to contact the Department of Theatre and Dance main office and inform the administrative assistant of your desire to major. After you have declared your major you

will be assigned an advisor based on your area of interest. You may change your advisor at any time by contacting the Theatre and Dance main office. Once you begin your regular advising sessions. You should continue your advising sessions each semester before registration.

ABOUT THE PROGRAM THEATRE PROGRAM

Upon graduation it is expected that all students will be able to:

- Demonstrate discipline-specific skills in the creation of performance
- Analyze and interpret theatrical texts and performance.
- Articulate effectively within the collaborative process.
- Demonstrate proficiency in basic acting, directing, and technical skills.
- Evaluate theatre as a social and aesthetic experience.
- Demonstrate clear, logical, and independent thought and expression.

Our theatre curriculum provides a liberal arts foundation based on a broad theoretical and working knowledge of the theatre. Our program offers immersive hands-on training in acting, directing, costume design, scenic design, lighting design and stage management. Our study of dramatic literature and theatre history provides a humanistic awareness of our history and civilization. Performance and production activities extend practical experience to students in their area(s) of specialization.

THEATRE CURRICULUM

Specific curriculum can be found in the academic catalog at [Academic Catalog](#). Search your catalog year for specific requirements.

GRADUATION REQUIREMENTS

The Department of Theatre and Dance requires a departmental GPA of 2.5 as a standard for Graduation.

Additionally, Theatre and Dance majors/minors must earn no less than a “C-” grade in each theatre or dance course which is fulfilling a degree program requirement to be considered passing. Furthermore, at least a “C-” grade must be received in any prerequisite course, or to advance to the next level of a continuation course.

Graduation applications must be submitted online via BengalWeb. Application deadlines and instructions for applying to graduate are available on the Registrar’s website at

<http://isu.edu/registrar/graduation-application/>.

DEPARTMENTAL JOB OPPORTUNITIES

The Scenic Crew, Costume Crew, Lighting Crew, and Business/Promotions office re-evaluate their needs and look to potentially hire new crew members every semester. A student can earn up to 20 hours a week in any of the studios. These jobs are competitive and can lead to professional careers once the student has graduated. Additionally, the university has a Career Path Internship Program ([CPI Program](#)) Listed below are just some of the duties an employee might do in their time as a crew member.

Scene Shop	Lighting Laboratory	Costume Shop
Contact: Chad Rodgers Technical Director Production Manager Lecturer (208) 282-3368 chadrodgers@isu.edu	Contact: Paul Yeates Department Chair (Interim) Associate Professor (208) 282-4561 paulyeates@isu.edu	Contact: Tara Young Executive Director SOA (Interim) Professor Costume Design tarayoung@isu.edu
Duties: • Carpentry • Instrument Maintenance • Lighting Hangs/Focusing • Scenic Painting • Properties • Sound • Lab Supervision Community Support • Design/Assistant Design • Run Crews • Welding	Duties: • Instrument Maintenance • Lighting Hangs/Focusing • Digital Media • Scenic Painting Properties Sound • Lab Supervision • Community Support • Run Crews	Duties: • Theatrical Textile Dyeing/Painting • Cutting • Draping • Pattern Drafting • Hair/Make-up • Costume Crafts Stitching • Run Crews • Design/Assistant Design • Lab Supervision Community Support Fittings • Millinery

School of the Arts Marketing and Communications information can be found on our website.

[Marketing and Communications Request Form](#)

Additional student employment opportunities can be found on Handshake. The ISU Career Center uses Handshake to post all jobs and internships. This includes part-time, full-time, on-campus, off-campus and work-study positions. Students can filter and search through job roles based on their interests and discover new career possibilities. [Handshake](#)

AUDITION AND CASTING POLICIES: ISU THEATRE/DANCE PRODUCTIONS

Auditions for ISU Theatre and Dance productions are open to all University students. Theatre majors are expected to audition for every mainstage production in order to remain in good standing as a theatre major. Only theatre majors in good standing are eligible to audition for theatre scholarships.

The Department of Theatre and Dance maintains an active production schedule. Students, faculty/staff, and members of the community are welcome to audition for Department of Theatre and Dance productions. *Theatre and Dance students receive casting priority.*

STUDENT QUALIFICATIONS:

- A cumulative grade point average (GPA) of at least 2.0.
- Since rehearsals for Department of Theatre and Dance productions are chiefly in the evenings, students with multiple night courses or commitments to outside work, theatre productions, etc., may be eliminated from consideration due to these conflicts. Each Department of Theatre and Dance audition form contains the following statement, requiring the signature of each auditionee:
 - “Since classes and Department of Theatre and Dance productions require so much time, attention, and effort, I understand that I cannot be involved in any other outside production or take more than one night class without the consent of the director or technical supervisor for this production.”
- The Department of Theatre and Dance reserves the right to cast faculty/staff members and community members where appropriate. Implicit in the casting process is the understanding that any cast member may be removed from the cast at the discretion of the director or choreographer.

MUSICAL THEATRE MINORS MUST AUDITION

Fall 2026 is the inaugural year for the Musical Theatre Minor. An audition is required in order to

place you with vocal instructors. Each semester an audition is held. Currently detailed information and sign-up can be found on the [Music Department website](#).

PRODUCTION AND RUN CREW POLICIES

Throughout the year the Department of Theatre and Dance mounts 5-6 productions. Each of these productions present many opportunities backstage. Each position is different in nature and has its own respective skills. There are two types of positions behind the scenes: production crew and run crew. If you are interested in any of these positions please contact either the technical director or costume designer early in the semester.

The following pages list production crew and run crew opportunities. These positions must be obtained by permission of the technical director and/or costume designer.

Production Crew:

As noted earlier, all production crew positions must be approved by the Technical Director and/or Costume Design faculty. Prerequisite courses are required for most of the following positions:

- Stage Manager
- Assistant Stage Manager
- Properties Master
- Master Electrician
- House Manager

Run Crew:

As noted earlier, all run crew positions must be approved by the Technical Director and/or Costume Design faculty. All run crew positions are taught during technical rehearsal. No advanced knowledge is needed. Crew positions are as follows:

- Lightboard Operator
- Soundboard Operator
- Props
- Crew
- Special FX
- Dresser
- Hair/Make-up

- Stage Operator
- Follow Spot Operator
- Camera Operator
- Usher

PRODUCTION CREDITS

Undergraduate Theatre and Dance majors are allowed up to 8 production credits that count toward graduation (THEA 1191, THEA 3391, DANC 1191, DANC 3391).

To obtain credit for your production work you should enroll for a production credit each semester. Production credits are available to all students who participate in mainstage productions for crew assignments. Each faculty member is given production sections each semester. Students should register for production credits with the faculty member that oversees that discipline.

As with all ISU courses, students must obey the deadlines for adding or withdrawing from the course. For production credits you must talk to your instructor and provide your Bengal number for an override. After you have registered for the course on BengalWeb, you are responsible for completing your duties in order to achieve a passing grade.

PRACTICUM AND INDEPENDENT STUDY COURSES

Performance Based Practicum: The Theatre Program offers practicum courses Performance Practicum I (THEA 3390) and Performance Practicum II (THEA 4490) each semester for each mainstage production. Most typically, these courses are scheduled for 2-4 hour blocks five nights a week for rehearsals and performances.

Independent Studies (THEA 3393, THEA 4491) must be arranged between the student and the faculty member directing the independent study. It is expected that the student and professor will meet on a regular basis. As with all ISU courses, students must obey the deadlines for adding or withdrawing from the course. For Independent Study you must talk to your instructor and provide your Bengal number for an override. After the instruction has granted the override, you must register for the course on BengalWeb.

REGISTRATION

Practicum, production and independent Theatre courses require instructor approval before you can register. This policy assures that our majors and minors receive priority registration for courses

required for their degrees.

If you are at credit load and want to add another class you must see your major advisor to discuss a credit override. Final approval for an override is dependent upon the student's GPA and authorization from the School of the Arts Executive Director's office.

Also be sure you know the add/drop dates. See the online academic calendar for all dates.

<http://www.isu.edu/registrar/calendars/academic-calendar/>

FACILITIES

The Department of Theatre and Dance within the School of Performing Arts enjoys world class production facilities such as the:

- Beverly Bistline Theater (Stephens Center)
- Black Box Theater (Stephens Center)
- Dance Studios (Red Hill)
- Jensen Grand Concert Hall (Stephens Center)
- Chick and Diane Bilyeu Theater (Frazier Hall)

DRESSING AND MAKEUP ROOM POLICIES

Theatre is a communal art, so if you're involved in a production you are expected to respect the space/privacy of others in a professional manner backstage. The backstage area is for cast and crew only - friends, spouses, partners, and children are allowed the briefest of visits in the hallway, but should not be hanging out in the backstage areas. Family and friends should wait in the lobby following productions.

Be courteous and polite to all sharing backstage areas. Respect the privacy and the private possessions of your colleagues. Understand that different artists prepare in different ways. If your favorite warm-up technique involves playing heavy metal, use headphones as your neighbor's technique may involve quiet concentration.

Personal hygiene becomes a matter of major concern in dressing and makeup rooms. The dressing rooms in the Stephens Center all feature showers - often a good idea even before a performance. Some body odor is inevitable during the performance process - but make sure your body and clothes are as clean as possible in advance of the show.

Leaving costumes in a heap on the floor or in an off stage area is an affront to professionalism and disrespectful to costume staff and fellow cast mates. Likewise, wherever you use make up, be sure to put your materials away.

Be considerate of the people around you. If you are an actor in a production, make sure you check all costume and hand props before the show. You are responsible for returning these items to their proper tables or cabinets, unless you have made other arrangements with the properties crew. If you are a crew member, be respectful of the actors' preparation and concentration, as well as fellow technicians and their efforts on the production.

PARKING REGULATIONS

The ISU Office of Public Safety monitors all parking lots during weekdays, and it is advisable for all students to obtain a parking permit through Public Safety.

Traffic and parking regulations are in effect during the entire year, including the summer. All permit regulations are effective from 7:30 a.m. to 4:00 p.m., Monday through Friday, without exception.

Reserved lot permits are available for sale to faculty and staff on May 1st of each year. "Faculty and staff" is defined as any person whose name appears on an employee list provided by the ISU Human Resources Office and who has a valid faculty/staff card. Reserved lot permits are available for sale to students 10 days after the semester begins.

Reserved lot signs bearing the lot designation, such as "R-1", and the letters "PERMIT REQUIRED" are for holders of that reserved permit only.

General lot signs bearing letters "CAMPUS PERMIT REQUIRED" are for holders of general permits except for spaces and areas posted otherwise.

Campus Housing lot signs bearing the campus housing complex name and the letters "PERMIT REQUIRED" are for holders of campus housing permits only.

[Stephens Performing Arts Center](#) (SPAC)

Parking at the Stephens Center is a free lot. The loading zone is NOT available for parking at any time. Students without parking permits may find parking on Bartz Way or in the large lot. Students must

obey all municipal parking laws (i.e., yellow curbs, handicap zones, no-parking zones, etc.). "Visitor" parking spaces are NOT for student use.

FACILITIES AT THE SPAC

The Red Hill Building:

Red Hill is home to 3 dance studio spaces. Parking in the small lot above the Red Hill Building is a reserved (red) lot. The larger lot above the reserved lot is a general (yellow) lot. Students may park in either lot with the appropriate permit anytime or after 4 p.m. on weekdays without a permit. Students without parking permits may find parking on Bartz Way.

Frazier Hall:

The home of the Chick and Diane Bilyeu Theatre is surrounded by a reserved lot. Limited paid parking meters are available in the Frazier parking lot. All parking is strictly enforced between 7:30 a.m. and 4:00 p.m., without exception.

General Information:

Students residing in campus housing will be issued permits in the campus housing lot nearest their residence. A housing overflow lot will also be designated.

Exceptions: Requests for waivers of any of the above regulations must be submitted in writing to the Public Safety Management Assistant. The written request must contain full justification for the need for such waiver and must be approved in writing before the regulation may be regarded by the applicant as waived or altered.

Violation Fines: For each violation incurred during each semester or summer session, fines will be charged. (See public safety for specifics. <http://www.isu.edu/pubsafe/>)

PUBLIC SAFETY

Idaho State University values the safety and security of students, faculty, staff and the university campus community.

Public Safety is responsible for the enforcement of university rules and regulations. They are authorized to make citizen's arrests when necessary and to detain suspicious subjects for

questioning by police. They are also available to assist the campus community with services such as assistance with a dead car battery, safety escorts across campus, and more.

Officers are also considered Crime Prevention Specialists, certified through the Idaho Crime Prevention Association (ICPA) and have completed the International Association of Campus Law Enforcement Administrators Campus Officer Training program. Officers are armed and meet annual firearm qualification requirements.

As a department, they have also received accreditation by the Idaho Chiefs of Police Association (ICOPA), which recognizes the University's level of law enforcement standards.

ISU campuses are also patrolled regularly by city, county and state law enforcement personnel, and campus officers work closely with all law enforcement agencies.

Last updated: September 2026