

Towson University Department of Theatre Arts Attendance and Health Policy

The Department of Theatre Arts recognizes the importance of physical and mental wellbeing for all students, faculty, and staff and its impact on daily life, work, and academic success. In the interest of maintaining the highest level of physical and mental wellness in order to meet the physical and mental demands of the theatre major, the department has created the Attendance and Health Policy below which aligns with Counseling Center and the Office Accessibility and Disability Support (ADS) information. The Office of Inclusion and Institutional Equity (OIIE) ensures the university's compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act.

Theatre Department Attendance Policy:

1. Consistent attendance is required in all theatre courses as 'time on task' and collaboration are critical success factors for the study of theatre. Each theatre course requires consistent attendance, with details for meeting this criteria within the individual course syllabus. The Theatre Department Attendance Policy is consistent with university attendance policy.
<https://catalog.towson.edu/undergraduate/academic-policies/class-attendance-absence-policy/>
 - Students who fail courses due to excessive absences may be asked to withdraw from the course.
2. If a physical or mental condition impedes full completion of daily requirements in class, the student is required to contact and speak directly with the professor immediately so appropriate support options can be made available. The Department of Theatre promotes student agency and stresses the importance of clear and timely communication between the student and faculty member in support of student success.
3. For any disability, physical injury or mental health issue that requires a student to miss all or partial class participation for an extended period, the student will be referred to the Office of Accessibility & Disability Services (ADS).
<https://www.towson.edu/accessibility-disability-services/>
ADS works with each student to provide documentation for specific accommodations that may be required while a student is navigating physical or mental health challenges.
4. Students with disabilities that are chronic or episodic in nature may be approved for an accommodation by the ADS office that allows for a modification of class attendance policies. <https://www.towson.edu/accessibility-disability-services/accommodations-services/>
ADS accommodations are designed to promote access to successfully meeting course criteria, it does not assure success in the course. The ADS office works closely with the student and with faculty in providing accommodations that support students' academic success. Modifications of class attendance policies are determined on an individual,

course-by-course basis and supported by the student's medical documentation provided to ADS. Students who are approved for this accommodation are responsible for providing their professor with a copy of their current ADS memo and engaging in an interactive discussion with the professor, and ADS as needed, to determine the number of reasonable additional absences. Faculty are only required to support formal accommodations for students when they provide official documentation from the ADS Office. If accommodations still do not meet the criteria for successful completion of required course outcomes, then the student will be asked to withdraw from the course.

Theatre Department Health Policy

Theatre faculty and academic advisors are committed to doing regular check-ins with students. The Theatre department recognizes that mental health and physical injury concerns are sensitive issues. The department will maintain the confidentiality of all students who seek support or treatment for these issues, in accordance with university policies and applicable laws. The Department encourages students to report any concerns about their mental or physical wellbeing, as well as any safety issues they may encounter. Students may report these issues to the department chair, faculty, or staff. The department will take all reports seriously and take appropriate action to address the issues raised.

The Theatre department is committed to promoting the mental health and well-being of the students. The department highly encourages students to reach out to support personnel and services to provide the help needed to create an environment for learning that fosters optimal outcomes for the student.

1. The counseling Center is available to any student. The department encourages the use of the Counseling Center 410-704-2512 (<https://www.towson.edu/counseling/>)
2. The Counseling Center has weekly hours in the Center For the Arts in room 2005 through "Let's Talk."
3. For any prolonged issue that requires a student to miss all or partial class participation for an extended period, the student will be referred to the Office of Accessibility & Disability Services (ADS). ADS works with each student to provide documentation for specific accommodations that may be required while a student is navigating mental health challenges.

Production work and Class Participation

1. Students must be in good academic standing to participate in productions. Good Academic Standing according to the University is a minimum gpa of 2.0

2. Students who do not pass classes within the theatre major and/or receive incompletes will make themselves ineligible for participation in the following semester.
3. Students must attend classes throughout the production period (rehearsals through performances and crew assignments.) More than one absence a week in class will be reported to the department for assessment. Excessive absences can lead to replacement in production as well as class failure.
4. Tests, projects, assignments and graded class work must be completed in a timely way throughout the production period. Failure to turn in work will be reported to the department for assessment.

Participation on Productions:

1. Students participating as actors must memorize their lines by the dates given by the director. Failure to do so may result in lowered grade, and in extreme cases, replacement.
2. Students participating as designers, technical crew or stage management must complete assigned tasks by deadlines given. Failure to do so may result in lowered grade and in extreme cases, replacement.

Student Travel:

- Students must be in good academic standing to travel with department funding, and have passed all theatre classes with a C or better.