

## **ISU Student Produced Theatre Program 2017-18**

The purpose of the ISU student produced theatre program is:

1. To provide opportunities for student exploration, experimentation, and production in a variety of theatre areas (acting, directing, playwriting, design, technical theatre, and publicity).
2. To allow for the presentation of productions that may be "high-risk" or that would not necessarily be presented during the regular season
3. To provide an opportunity for students to hone/further develop skills that area addressed, but the opportunity is not fully realized in the classroom or on mainstage.
4. To make students aware of and to confront the challenges of mounting a production.

### **Guidelines**

1. Since the ISU student produced theatre program is supported by Student Government in the amount of \$600, a nominal admission of \$5.00 will be charged to students and \$7.00 for adults, and only ISU students may participate.
2. Productions will occur in 0308 Carver Hall from March 22-25, 2018. If a production is approved outside of these dates, it must be scheduled in some "found" space, e.g. Great Hall, Curtiss Hall, etc. Inquiries about the "found;" space must be made before the proposal date, and the contact person must be included in the written proposal.
3. Student directors, designers, and stage managers must be enrolled in or have completed the first course in their respective areas.
4. A faculty endorsement for these positions must be on the proposal.
5. For 2017-2018, decisions concerning the ISU student produced production program will be made by the Theatre faculty and student representatives.
6. Expenses for any student produced production will include royalty payment and scripts. The faculty may budget additional amounts for the project. The Student Government allocation for student produced productions will be divided among approved budgets. Purchases must follow ISU purchasing guidelines. Applications must include written permission from the royalty house controlling the play to be produced.
7. All applications for student produced production slots must be discussed with the technical supervisor, production manager, and costume shop supervisor in advance of the submission of the terms of available shop time and feasibility. A fixed, predetermined use of the scene and costume shops for work on student produced productions will be determined by ISU theatre designers and technical supervisors. The application may be rejected by the faculty on the basis of technical impracticality. Specific construction times for the student produced show are January 17-20 and January 30-February 3, 2017 and must occur during regular shop hours: Monday, Wednesday, Thursday, and Friday from 8 a.m. to 5 p.m. and Tuesdays by special arrangement. Construction time will be allocated at the discretion of the production manager and technical director.
8. The ISU Student Produced Theatre will be administered by the technical director and the director of theatre. The director of theatre is the contact person for all proposals and is responsible for the fiscal operation and publicity. The technical director has responsibility for all other matters that relate to the production. Each proposal needs a faculty advisor. The technical director and the advisor have an open invitation to any and all production meetings. The

applicant will keep the technical director informed of the production process through timely reports.

9. Normal operating policies and house rules for Fisher Theater will be strictly adhered to while working at Fisher (see rules in the ISU Theatre Student Handbook).
10. Any violation of normal operating policy or student produced production guidelines may be cause for cancellation of the studio production by the faculty.
11. Rehearsal space for the student produced production is not assigned. Applicants must locate and secure the space necessary for their needs. Classes and ISU Theatre season productions have priority in 0308 Carver Hall.
12. The student publicist, as named in the written proposal, will coordinate with the director of ISU Theatre. Any material generated by the event applicant or participants must be approved by the director of Theatre. This includes flyers, programs, and press releases. All publicity must include the following: "Funded by Student Government".
13. All students involved in the production must assist in all of the technical areas.
14. Proposal deadline: November 10, 2017. Proposals should be turned in at the Theatre office, 0310 Carver Hall.

**Please attach the following:**

1. Resume of your production experience
2. Production concept
3. Detailed budget
4. Proposed technical production requirements including
  - a. Scenery: Brief description of visual concept and a list of specific items needed
  - b. Props: List both hand and set
  - c. Lights: Brief description of visual concepts
  - d. Sound: List types of sound or music needed
  - e. Costumes
5. Rehearsal schedule and proposed locations. Also a production meeting schedule
6. Staffing demands: Please list all crew members. All must be listed at the time of proposal. These include:
  - Director
  - Stage manager
  - Scenic designer
  - Lighting designer
  - Costume designer
  - Publicist
  - Technical director
  - Master electrician
  - Props master
7. Evidence of performance rights or attempt to secure them.