

The University of Texas  
Rio Grande Valley™

.....  
*Dance*

**Student Handbook**  
**2022-2023**



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# UTRGV DANCE DEPARTMENT STUDENT HANDBOOK

## Section 1: Introduction

The University of Texas Rio Grande Valley Dance Department welcomes all applicants who demonstrate potential as performers, choreographers, and educators, with interest in dance technique, choreography, dance education, and/or the historical, scientific, and philosophical studies of dance.

### **Mission**

The UTRGV Dance Department's mission is to provide a broad coverage of dance training, including dance technique and performance skills, choreography, historical and cultural dimensions of dance, and principles of teaching. Students will be prepared to teach dance in a public/private school setting, or to continue dance study at the graduate level or in the professional dance context.

### **Vision**

To be a leader in educating dancers through degree offerings, pedagogy and practical experience while providing a foundation influenced by regional culture. As a center for dance in the Americas, the Dance program will promote bilingual, bicultural and biliterate education in an environment committed to a disciplined excellence unhampered by physical or cultural borders.

## Section 2: Official Entry into the UTRGV Dance Department:

All interested students begin as BA (Bachelor of Arts) Dance majors, which is considered “pre-” until the completion of requirements specific to one's chosen degree program are met. General entry into the Dance Department includes successful completion of the Introduction to Dance (DANC 1351) course with a formal interview conducted by the dance faculty in the student's first year. Additional criteria include an assessment of skills in a student's initial dance (DANC) technique courses that will determine if adequate progression has been achieved to continue as a dance major, and/or for the purposes of placement and advancement into the appropriate technique level. Transfer students are advised to request an appointment prior to the semester of entry for the purpose of assessing technique level for the proper placement into technique courses. For more information on entry procedures, please contact the Dance Department office at (956) 665-2230.

\*Please note the specific criteria required for acceptance into the different degree programs.

## Section 3: Dance Department Degree Programs:

Important Reminders and graduation requirements:

- Students must complete a minimum of 2 semesters at each technique level before progressing to the next level, or faculty approval to advance.
- Dance majors and minors must achieve a grade of “C” or better in all DANC courses for credit.
- Both BFA in Dance and BFA in Dance (Mexican Dance) degrees require a minimum GPA of 2.5 for graduation. The BA in Dance (Teacher Certification) has a graduation requirement of an overall minimum GPA 2.5, but students must have an overall minimum GPA of 2.75 when applying for acceptance into the Teacher Preparation Program. The BA in Dance has a minimum overall GPA requirement of 2.0 or higher.
- Dance majors must earn a score of Satisfactory or higher in the Professional Portfolio completed in the capstone course: DANC 4302 Senior Project.
- Students in all DANC technique classes are required to sign a liability/waiver release form.
- Dance majors must select another Fine Arts class besides Dance Appreciation for their Fine Arts credit to fulfill the university core requirements.

### Bachelor of Arts (BA) in Dance

This degree gives students broad preparation in dance areas such as ballet, Mexican folklórico, flamenco, and modern dance. Through this program, students will gain an in-depth understanding of dance and performance techniques with the flexibility for further studies in other areas of interest.

\*Acceptance into this program includes an interview process in Introduction to Dance (DANC 1351) and assessment of skills in initial DANC technique courses.

### Bachelor of Fine Arts (BFA) in Dance

The BFA degree emphasizes training in technique practice and performance. This degree is designed to provide students with a broad and thorough base of dance technique training and performance experience to prepare for continued study at the graduate level or to enter the dance field in a professional capacity.

\*Acceptance into this program includes an interview process in Introduction to Dance (DANC 1351) and completion of a formal application and audition process held in the spring semester.

### Bachelor of Fine Arts (BFA) in Dance (Mexican Dance)

This degree focuses on dance training with a focus on the rescue, preservation and proliferation of Mexican traditions and culture through the art of dance. It is designed to provide students with a broad and thorough base of dance technique training and performance experience to prepare for continued study at the graduate level or to enter the dance field in a professional capacity.

\*Acceptance into this program includes an interview process in Introduction to Dance (DANC 1351) and completion of a formal application and audition process held in the spring semester.

## Bachelor of Arts (BA) in Dance (Teacher Certification)

This degree program leads ultimately to Texas Teacher Certification, Secondary in Dance, grades 6 – 12. The Certification degree provides students with a broad preparation of all areas of dance as well as 24 hours of professional education courses. The courses required in this degree program are aligned with the state of Texas requirements with teacher certification. Formal admission into the College of Education's Teacher Preparation Program is required.

\*Acceptance into this program includes an interview process in Introduction to Dance (DANC 1351) and formal admission into UTRGV's College of Education's Teacher Education Program.

## Section 4: Applying to Teacher Education Program:

It is recommended that, during the sophomore year, students prepare to apply for formal admission to the Teacher Education Program(s). Students must then apply for admission to the Teacher Education Program at the Office of Educator Preparation and Accountability. All admission requirements are in accordance with [Texas Administrative Code rules §227.10](#) and the HEA (Higher Education Act) Title II accountability requirements.

All applicants must meet the current certification requirements in effect at the time of application, regardless of the catalog year of degree plan. Students are responsible for meeting the following criteria for admission into the Teacher Preparation Program:

1. Student's transcript must indicate "TSI (Texas Success Initiative) Status - MET"
2. Must be core complete at the time of admission - students may begin the application process in the semester while taking final core classes but will not be admitted until evidence of successfully completing the university's core curriculum. 60 hours toward degree plan with teacher certification must be completed and an **overall GPA of 2.75** or higher. Electives and language proficiency courses are not included in the 60 hours.
3. All candidates must have 12 semester credit hours completed in their major (Dance core).
4. Must complete ENG 1301 & 1302 with the grade of "C" or better.
5. Clearance of a Criminal Background Check is required. This is completed during the application process.
6. All candidates will be interviewed as part of the application process. Candidates will be contacted by the respective major's department after submission of the application to schedule interviews.

## Section 5: Criteria for Clinical Teaching

The **Traditional Clinical Teaching** semester is a full-time commitment. It is 15 weeks, full-day, full-time, approved school-based assignment in one's final semester before graduation. Admission to the **Traditional Clinical Teaching** pathway must be requested by formal application during the semester before the teacher candidate plans to teach. Dance majors must complete all coursework, including their Senior Project course before doing their student teaching. Requirements:

GPA and Academic Coursework grades

- Minimum of 2.5 GPA in each area of degree plan (i.e., major, minor/specialization, professional education)
- Field Experiences - complete all field hours required by program
- Degree Plan Completion - within 12 hrs. of completing degree plan-graduation (these 12 include 6 hrs. Of student teaching coursework EDUC 4611) and complete all education courses
- Other Program Requirements - Must pass TExES content and PPR (Pedagogy and Professional Responsibilities) (Pedagogy and Professional Responsibilities) exams by designated deadline

TExES (Texas Examinations of Educator Standards) Exams:

- Dance majors seeking Teacher Certification are expected to pass the content exam in Dance before completing the teacher certification process. This is usually done in the semester before student teaching while taking EDUC 3304 & 3306.
- Students are expected to seek individual tutoring and/or consultation with Dance Department advisor in preparation for this exam. Students will also need to request an eligibility form to register for the TExES Content Exam in Dance from Dana Shackelford [dana.shackelford@utrgv.edu](mailto:dana.shackelford@utrgv.edu).
- Dance majors must also pass the TExES PPR (Pedagogy and Professional Responsibilities) exam to complete the teacher certification process. This is usually done in the semester prior to student teaching while taking EDUC 3304 & 3306. Please refer to the College of Education's website for Field Experience for more detailed information.
- <https://www.utrgv.edu/cep/educator-preparation-program/index.htm>

## Section 6: Minor in Dance

The Minor in dance requires at least 22 DANC semester hours. This includes 12 hours of the Dance Core (6 hours must be advanced), and 10 hours of dance technique (4 hours must be advanced).

## Section 7: Rotation of DANC Course Offerings

Dance majors should be aware that several required DANC courses are only offered in designated odd or even years, and some courses are offered in only one semester of an academic year. The tables below explain how courses typically rotate. Certain courses may be offered out of this rotation schedule when there are enough students needing a particular course to graduate within an academic year. Dance majors should seek advice within the Dance Department each

semester to be alerted of any changes. On occasion, courses may be offered during summer sessions when there is a large enough number of students needing a certain course to complete graduation requirements. Please note the schedule of course rotations for DANC courses:

## FALL SEMESTERS

ODD YEARS	EVEN YEARS
DANC 1351 Introduction to Dance	DANC 1352 Introduction to Dance
DANC 2303 Music for Dancers	DANC 2303 Music for Dancers
DANC 3301 Choreography I	DANC 3301 Choreography I
DANC 3308 Dance History	DANC 3320 & 3121 Dance Science & Lab
DANC 3313 World Dance	DANC 3313 World Dance
DANC 4302 Senior Project	DANC 4302 Senior Project
DANC 4313 Dance in the Public Schools	DANC 4313 Dance in the Public Schools
DANC 2112, 3112 Dance Performance	DANC 2112, 3112 Dance Performance
DANC Technique Courses: Ballet: DANC 2341, 3341 & 4341 Modern: DANC 2246, 3246 & 4246 Folkórico: DANC 2349, 3349 & 4349 Flamenco: DANC 2254, 3254 & 4254	DANC Technique Courses: Ballet: DANC 2341, 3341 & 4341 Modern: DANC 2246, 3246 & 4246 Folkórico: DANC 2349, 3349 & 4349 Flamenco: DANC 2254, 3254 & 4254

## SPRING SEMESTERS

ODD YEARS	EVEN YEARS
DANC 1202 Dance Improvisation	DANC 1202 Dance Improvisation
DANC 3311 Dance Production	DANC 3311 Dance Production
DANC 3302.01 Choreography II	DANC 3302.01 Choreography II
DANC 3303 Mexican Dance History	DANC 3302.02 Choreography II (Mexican Dance)
	DANC 3312 Dance Philosophy & Criticism
DANC 4302 Senior Project	DANC 4302 Senior Project
DANC 4309 Dance Theory	DANC 4309 Dance Theory
DANC 2112, 3112 Dance Performance	DANC 2112, 3112 Dance Performance
<b>DANC Technique Courses:</b> Ballet: DANC 2242, 3242 & 4242 Modern: DANC 2345, 3345 & 4345 Folkórico: DANC 2250, 3250 & 4250 Flamenco: DANC 2353, 3353 & 4353	<b>DANC Technique Courses:</b> Ballet: DANC 2242, 3242 & 4242 Modern: DANC 2345, 3345 & 4345 Folkórico: DANC 2250, 3250 & 4250 Flamenco: DANC 2353, 3353 & 4353

## Section 8: Advisement

### Advisement

All entering first-year students and transfer students are required to seek advisement at the Academic Advisement Center:

Edinburg: International Trade & Technology Building (ITT)



Brownsville Main 1.402

Email: [academicadvising@utrgv.edu](mailto:academicadvising@utrgv.edu)

Phone: (956) 665-7120

All dance majors should seek advisement each semester within the Dance Department with their assigned advisor to ensure that they remain on track to achieve their graduation goals. It is highly recommended that students also continue to seek advisement with the Academic Advisement Center if still working to complete university core classes.

### **Dance Department Advisors**

BFA in Dance - Min Kim [min.kim@utrgv.edu](mailto:min.kim@utrgv.edu)

BFA in Dance (Mexican Dance) - Miguel Pena [miguel.pena@utrgv.edu](mailto:miguel.pena@utrgv.edu)

BA in Dance (Teacher Certification) - Dana Shackelford [dana.shackelford@utrgv.edu](mailto:dana.shackelford@utrgv.edu)

BA in Dance - Fred Darsow [frederick.darsow@utrgv.edu](mailto:frederick.darsow@utrgv.edu)

Minor in Dance - Sonia Chapa [sonia.chapa@utrgv.edu](mailto:sonia.chapa@utrgv.edu)

## **Section 9: UTRGV Dance Department Policies and Procedures**

*UTRGV ATTENDANCE POLICY: Students must attend all scheduled class sessions. In case of excess absences, they may be discharged after 5 absences. UTRGV's attendance regulations allow students to miss class if they are going to participate in an official university activity (e.g. sporting events) or SAS (Student Accessibility Services) has determined it as a special arrangement, or for religious holidays or military service. Special arrangements related to long-term complications from COVID-19 {or other lengthy illnesses} must also go through SAS. Students should contact the teacher before their absence to make up for the recovery of pending assignments or exams.*

In addition to the university's policy provided above, dance majors and minors should be aware of the department's specific attendance requirements for all dance (DANC) courses. Consistent attendance in all technique courses is of particular importance due to dance technique being a mental and physical practice at the very core of being a dance major or minor. Students are required to demonstrate the discipline of consistent attendance and participation in all dance (DANC) technique courses as it is crucial to gaining the full benefit of the physical development necessary to progress safely as the exercises and skills become more demanding throughout each semester. Therefore, only 2 absences are allowed in all DANC courses before a student's grade will be lowered a letter grade for each subsequent absence. Dance faculty will not drop students for excessive absences; the student is responsible for dropping a course. In the case of injury or illness, students must communicate with the teacher and provide appropriate documentation in a timely manner.

## **Section 10: Entry into the Dance Department - Intro to Dance Interview Information:**

The interview process conducted at the end of the Introduction to Dance course (DANC 1351) during the first year is considered a formal interview session with the Dance faculty and will include:

1. Articulating career aspirations



2. Providing information concerning past experiences in dance prior to entering UTRGV
3. Expressing your intentions as a dance major, which includes discussing the Dance degree program you are interested in pursuing.
4. Describing performance aspirations, and which 2 dance techniques you would like to concentrate on during your study.
5. Preparing any questions you want to ask the faculty about the Dance Department.

## Section 11: BFA Audition Information

Both BFA degrees are designed for students wanting to gain valuable experience in dance technique practice and performance. Interested candidates should be aware of the rigors of the BFA degree in that they both require the completion of additional semester hours of dance technique courses and a significant increase in the time commitment outside of formal class hours necessary for rehearsals and performances.

Students interested in pursuing either BFA degree will be expected to complete a formal application and audition. The application and audition process will be held during the second half of each spring semester. Announcements and instructions as to exact days and times will be announced in January and posted on the Dance Department website. The audition for both BFA programs will consist of the applicant performing an original solo dance that is a minimum of 2 minutes long and a maximum of 3 minutes long. The dance should highlight technique and creativity.

Candidates may select their own music; silence is also acceptable. Students interested in pursuing the BFA in Dance (Mexican Dance) should prepare and perform a 2-to-3-minute solo showcasing elements such as footwork, skirt work, and /or pre-Hispanic movements or sequences in the solo choreography.

Selections will be decided by the Dance faculty and based on the performances in the audition, application information, and the student's performance and attendance record in all DANC courses and rehearsals. Candidates will receive official notification by email of the results within 2 weeks after the audition.

## Section 12: Senior Capstone Course: DANC 4302

The capstone course for all dance majors is DANC 4302: Senior Project and should be taken in the final fall or spring semester before graduation, or in the semester before student teaching for students in the BA (Teacher Certification) program. This course is the culmination of one's study as a dance major and requires the formal presentation of a choreographic project or a pre-approved research project. Majors must be university core complete and have successfully completed the prerequisite courses of Dance Improvisation DANC 1202, Choreography I DANC

3301, and Choreography II DANC 3302. The course also includes the requirement of completing and submitting a professional portfolio which is designed to reflect on your accomplishments as a dance major in preparation for future endeavors in the field. The final grade compilation for the Senior Project course is determined by the following:

60% Choreography or project work: This portion of the grade is determined by the assessment of the Dance Faculty as a whole and is based upon the rehearsal process and the final product presented in the Senior Project Concert.

30% Professional Portfolio: This portion of the grade is based on the completion of the professional portfolio as outlined in the DANC 4302 Senior Project syllabus.

10% Production Duties: This portion of the grade is based on the completion of important production duties that will be delegated throughout the semester and is determined by director of the Senior Project concert/course instructor.

### **DANC 2112: Beginning/Intermediate Performance Class**

Students seeking a performance credit can earn this credit by getting involved in a Senior Project as a dancer and enrolling in DANC 2112: Dance Performance: Beginning/Intermediate course. Interested students should contact the Senior Project Coordinator, Fred Darsow at [frederick.darsow@utrgv.edu](mailto:frederick.darsow@utrgv.edu).

## **Section 13: American College Dance Association:**

The UTRGV Dance Department is a member of the national organization known as American College Dance Association and strives to participate annually in the spring South-Central regional conference. Attending an ACDA conference offers valuable opportunities for students to network with dance majors from other universities, experience a variety of diverse dance works, participate in master classes, and to present works in adjudicated and informal concerts. The Dance Faculty selects which student works will represent the UTRGV Dance Department in ACDA concerts and abides by all rules, regulations, and policies as set forth by the ACDA organization.

## Section 14: UTRGV Dance Department Performing Companies

### Ballet Folklórico:

The UTRGV Ballet Folklórico Program consists of two companies, both of which require annual auditions.

#### Ballet Folklórico (Student)

This is an all UTRGV student company that is the primary student company with the purpose of the training and education of UTRGV students toward professional goals and professional dance degrees. This ensemble is analogous to all standard college dance companies in that it serves the Bachelor of Fine Arts curriculum (performance, education.) Substitutions with non-students can only be made when there are no UTRGV students available with a proficiency in dance and when following the policy for non-students and part-time students as outlined in the College of Fine Arts Policy.

#### Ballet Folklórico (Alumni)

This is a community dance company for UTRGV alumni and is directed by the Ballet Folklórico director. The function of the company is to maintain ongoing relationships with the community. Many of the participating alumni themselves teach Mexican Folklorico dance in the K-12 schools of the Rio Grande Valley making it a successful tool for the recruitment of dancers with Ballet Folklorico experience into the UTRGV Dance Department.

### Folklorico Company PLACEMENT – AUDITION PROCESS

An annual audition process will occur at a time determined by the Director of Ballet Folklórico, typically, late in the spring semester. All participants for all companies must audition into the company every year, regardless of having been accepted in a previous year. The audition committee must include the director of the Ballet Folklórico and at least two other dance program faculty members. If desired, one outside referee with a recognized background in Ballet Folklórico may also serve on the audition committee.

Criteria used in the assessment of dancers in the audition process:

- Stamina/Body conditioning (max 30 points) - the completion of rigorous exercises to test the physical capability to perform a 2-hour show
- Footwork Technique (30 points) - clarity, strength, agility while performing a footwork sequence
- Body Posture (20 points) - Good control of body while performing, evident and good connection of upper and lower body
- Showmanship (10 points) - stage presence, projection, positive group energy, leadership, grace
- Rhythm (10 points) - musicality, evident knowledge of different rhythms and proper footwork sequences.

Each student should be given a summary sheet of the combined rating of the audition committee as is the norm and be completely advised of the specific criteria for acceptance into the company and/or criteria that need to be met for future successful audition as part of the audition process.

## ROSTER – COMPANY PARTICIPANTS

The final roster of participants for each company will be clear and specific and will be shared publicly. When the company participants are established, an annotated copy of the roster indicating the type of participant (see performing group section above) will be distributed to the Chair of the Dance Department and to the Dean of the College of Fine Arts. All concert programs for all performances will list the participants in the company, carefully noting the status of each of the participants, with the assumption being that unless otherwise noted, all participants are currently enrolled UTRGV students.

In the case of competitions, the rules for the definition of participants will always apply but any representation of a UTRGV Ballet Folklórico must meet the criteria of the competition and participants must be represented in the program as stated in the College of Fine Arts general policy.

## ATTENDANCE AND TIME COMMITMENT

The UTRGV Ballet Folklórico requires all participants to attend all rehearsals. When an individual is absent, it leaves a gap in the performance that is difficult to fill and affects the ability of the other participants to understand their role in relationship to the other parts of the company.

The Director of the Ballet Folklórico must be notified of an absence at least a day in advance. Absences due to the following will be considered excused:

- Family emergency
- Scheduled school programs or performances required for credit
- Medical emergency
- Religious Holiday

\* Dancers with injuries are expected to attend and watch company classes and rehearsals. Students with more than three absences per semester will be dismissed from the company. During the week prior to performances and competitions, all company members must be present for all rehearsals. Failure to be present for these dress rehearsals will result in a dismissal from the performance or competition.

## TRAVEL

All Ballet Folklórico students participating in a performance outside the region must submit a “Release and Indemnification Agreement Form” to the Dean of Students prior to University sponsored travel. Travel support will only be provided to individuals who are full-time students and part-time students as defined above.

All Ballet Folklórico dancers must submit an official excuse letter to their course instructors prior to an absence due to performing or touring.

## COURTESY AND RESPECT

All Ballet Folklórico members will be held to the highest standards of conduct. Members are expected to show courtesy and respect to all instructors and other students. Any student who exhibits repeated negative or disrespectful behavior will be dismissed from the company.

### PHOTOGRAPHY AND VIDEOGRAPHY

UTRGV Ballet Folklórico may take still photographs and video footage of members during rehearsals and performances, and may be used for educational, public information, and promotional materials about the program. To use this material legally, all ensemble members are required to sign a waiver allowing the use of their photo/video for educational, public information, and promotion purposes with respect to the Ballet Folklórico program. Please note that two waivers (travel and photography/videography) must be submitted to participate in performances and rehearsals in the company.

Interested dancers should contact Miguel Peña [miguel.pena@utrgv.edu](mailto:miguel.pena@utrgv.edu).

### UTRGV Repertory Dance Company

This company is an umbrella company which encompasses 3 sub-companies; Dance Ensemble, Ballet, and Ballet Español. Dancers are invited into this company through an assessment of skills, attendance record, and ability to apply corrections in corresponding technique classes. Interested students should express their interest in joining the company to the following faculty members:

Fred Darsow [frederick.darsow@utrgv.edu](mailto:frederick.darsow@utrgv.edu)

Dana Shackelford [dana.shackelford@utrgv.edu](mailto:dana.shackelford@utrgv.edu)

Min Kim [min.kim@utrgv.edu](mailto:min.kim@utrgv.edu)

Sonia Chapa [sonia.chapa@utrgv.edu](mailto:sonia.chapa@utrgv.edu)

### Dance Ensemble:

The Dance Ensemble provides students with the opportunity to be a part of quality dance performance as they promote the art of dance through an array of contemporary dance styles. The company gives Rio Grande Valley residents the opportunity to experience live dance through concerts at the UTRGV Performing Arts Center. The company is also involved in community outreach with RGV public schools providing special performances, master classes, and lecture/demonstrations for valley middle schools and high schools. The UTRGV Dance Ensemble offers unique and valuable opportunities for dancers to work with nationally and internationally renowned guest artists.

### Ballet Company:

The UTRGV Ballet Company offers students the opportunity to perform a wide range of repertoire from classical ballet to jazz and contemporary dance works. Since its inception in 2016, the Company has been performing its annual concert at the University's Performing Arts Center, featuring work by internationally and nationally renowned guest artists and faculty. Through performances and lecture

demonstrations, the Company serves the RGV community and provides local public school students with an opportunity to experience dance and develop an appreciation of the arts.

## Ballet Español:

Ballet Español provides students the opportunity to study the art of Spanish dance which encompasses a great range of styles such as bailes Folkóricos representing different regions of Spain; flamenco, the art of the gypsies of Spain and its "palos" such as Alegrías, Tangos, Solea, Bulerías, Siguiriyas; and Escuela Bolera, a style of classical dance and music from the eighteenth and nineteenth centuries where classical ballet principles of turnout combine typical Spanish arm movements, with castanets, and flamenco footwork and folkloric steps, to create classical Spanish dance works like "La Boda de Luis Alonso." The Ballet Español presents formal public concerts and school concerts every spring and smaller events on campus and for the community throughout the year.

## Rules and Regulations for Repertory Dance Companies:

1. It is recommended that students be concurrently enrolled in a corresponding technique class and the corresponding performance class (DANC 3112.02 for the Repertory Dance Company)
2. Casting of all works is at the discretion of the choreographer. Members are guaranteed and required to perform at least one work per semester.
3. Castings for residencies are at the discretion of the guest artist. The guest artist has the right to all decisions regarding their choreographic work. Guest artist residencies are a privilege that depend upon receipt of funding and are not guaranteed to occur each semester.
4. Dancers must be present and on time for all rehearsal calls, tech rehearsals, and performances. Tech rehearsal and performance calls shall be set by the directors.
5. Dancers are expected to fully participate in all company warm-ups and any necessary pre-show activities.
6. All dancers are required to assist with the necessary set up duties in the theatre of every production. Failure to comply with this rule will affect a student's final performance grade.
7. Dancers are required to follow appropriate and professional backstage etiquette as determined by the director.
8. Dancers are expected to comply with the choreographer's requests regarding costumes, hair, make-up, and props for each dance work.
9. Bows, curtain calls, and after show protocol will be determined by the directors of each show. Dancers are required to follow set protocol.
10. Please treat the technical crew members with the enthusiastic respect they deserve. They work extremely hard to ensure that the show runs smoothly.
11. Dancers are required to attend company meetings following each show for notes. It is the responsibility of each individual dancer to take all corrections and apply them to their performance.
12. Dancers are required to assist with strike immediately following the final

- performance. Failure to attend the strike will affect your grade and/or membership.
13. In the unfortunate event of a severe injury or illness which prevents a dancer from fulfilling their ability to perform, it is the dancer's responsibility to notify the choreographer (or choreographers) as soon as possible so that plans for replacement can be made.

## Section 15: Dance Department Safety and Wellness Policies

Every effort is made to ensure that all Dance Department facilities are safe for faculty, staff, and students by the following policies explained in the UTRGV Handbook of Operating Procedures (HOP Section: ADM 10-901).

<https://www.utrgv.edu/hop/policies/adm-10-901.pdf>

In cases of Accidents, Injury, or Emergency Incidents UTRGV Students should be aware of the General Incident Report that must be completed and submitted to document all accidents, injuries, or emergency incidents that occur on any UTRGV campus site.

Please complete the report found by following this link for any incident, accident, near miss or environmental release as soon as feasibly possible.

[https://www.utrgv.edu/ehsrn/\\_files/documents/wci/utrgv-accident-injury-general.pdf](https://www.utrgv.edu/ehsrn/_files/documents/wci/utrgv-accident-injury-general.pdf)

### **UTRGV Police Department**

For police protection, or to report unlawful activities, please contact the campus police. The UTRGV Police Department protects and serves the campus community of students, faculty, staff and visitors throughout the Rio Grande Valley Region by providing professional law enforcement services and actively promoting community involvement through progressive community policing partnership strategies and a commitment to education. The UTRGV Police Department is open 24 hours a day, 7 days a week.

Contact Phone Numbers:

UTRGV Police Directory: (956) 882-7777

UTRGV Campus Emergency: (956) 882-4911

Emergency: 911

Email: [police@utrgv.edu](mailto:police@utrgv.edu)

### **UT Health RGV Student Health**

UT Health RGV Student Health offers confidential assessments, treatments, medical referrals, and peer education opportunities.

Eligibility/Payments: As a registered student, you pay a Medical Service Fee each semester, which entitles you to a wide variety of UT Health RGV Student Health. With a validated UTRGV ID, you are entitled to office visits to see a health care provider as many times per



semester as you need, with no office visit charge. There are charges for many services and procedures to diagnose and treat illnesses and injuries, such as for laboratory and pharmacy services, but these charges are much lower than those for comparable services provided elsewhere. Services rendered may be paid by cash, check and most credit cards. Payment arrangements are available.

**General Medicine:** Students with common medical problems are diagnosed and treated on a walk-in basis, however appointments are necessary for students requesting elective procedures. Referrals to outside providers are made when necessary.

**Physical Exams:** UTRGV students requiring a physical exam prior to admittance to a school program can have a physical exam done at SHS for a nominal fee. Call HS to schedule an appointment.

**Pharmacy:** A fully licensed Class D Pharmacy is conveniently available. The pharmacy carries both prescription and over the counter medications. The costs of medications are greatly reduced compared to retail prices.

**Laboratory:** A full-service, economical lab is equipped to do routine procedures as well as specimen collections for more sophisticated procedures that must be sent to a reference lab for testing.

**Immunization:** MMR, TD, Hepatitis B, Varicella, Meningitis and flu vaccines are available. TB skin testing is also offered.

**Women Wellness Clinics:** These services include PAP smears, family planning education and counseling, treatment of sexually transmitted diseases, pregnancy testing and other women's health issues.

**Other Services:** Health Education resources, nutritional counseling, vision screenings, weight and blood pressure screenings are also available.

Please follow the link below for more information:

<https://www.utrgv.edu/health-services/index.htm>

### **UTRGV Counseling Center Health Affairs**

Our office provides free and confidential counseling services for UTRGV students to address mental health concerns and seeks to promote personal growth and well-being among our campus community through education and outreach activities. Follow the link below for more information.

<https://www.utrgv.edu/counseling/>

Facility Hours: M - F 8:00 am to 5:00 pm

Counseling Center

Edinburg - EUCTR (Edinburg University Center) 109 (956) 665-2574  
Brownsville - BSTUN (Brownsville Student Union) 2.10 (956) 882-3897  
Email: [counseling@utrgv.edu](mailto:counseling@utrgv.edu)

## **Safety and Wellness Policies Specific to the UTRGV Dance Department**

### **Injury and First Aid:**

- Each dance studio is equipped with a First Aid Kit for emergency use.
- Automatic External Defibrillator devices are available in EHPE II and the PAC Auditorium.
- An ice machine is available in EHPE II in the wing of professor offices at the end of the hallway for the care and/or treatment of acute injuries. Bags for the ice are available in the Dance Office (EHPE II, room 115). All injuries should be reported to the Dance Department office and to the university by completing and submitting an online General Incident Report.
- An acute or traumatic injury in class should be treated as a serious matter. If the injured student cannot move on their own, do not attempt to move them. Call 911. If it is necessary to move the student to prevent further harm, only do so with the student's consent.
- All students enrolled in DANC technique/activity classes will be required to read and sign a liability/release waiver before participating in class activities.

If a student is injured during class and must stop dancing, they will still be considered as present for the class and will receive participation credit.

### **Technique Class Observations:**

All Dance Department technique courses allow students to take Observation Days while recovering from an injury or illness. Depending on the severity of the injury or illness, students are still expected to attend their technique classes while they recover. This allows students to earn participation credit for their mental participation in the class activities by submitting a brief written summary of their observations to the instructor to receive participation credit for each day of observation.

Students are reminded of their personal responsibility in maintaining health and wellness and should take necessary precautions to remain injury free. Getting adequate amounts of sleep and providing one's body with quality nutrition and adequate hydration (water) to meet the physical and mental demands expected of dancers is the responsibility of each individual. Consistent attendance to all enrolled technique classes is expected to maintain adequate conditioning, as well as achieving the elevated level of mental awareness and knowledge of safe technique practices necessary to stay injury free as skills become more challenging and physical demands become more intense.

### **IADMS Safety and Wellness Posters**

Posters with safety and wellness information for dancers are prominently displayed in both dance studios in EHPE II (117 & 133). The information on each poster is officially approved by the International Association of Dance Medicine and Science (IADMS) and provides dancers with valuable information and reminders regarding safe practices for dancer wellness, safety, and injury care and treatment. Students are encouraged to take some time to read this vital information.

## **Section 16: Use of UTRGV Dance Studios and Studio Rules**

The 3 UTRGV Dance Department studios (117, 133 & PAC Studio) are reserved for the following activities in order of priority listed below:

1. Scheduled UTRGV Dance (DANC) classes
2. UTRGV Dance company rehearsals and/or Dance faculty research (Ballet Folklórico and Repertory Dance Company)
3. Senior Project rehearsals as scheduled by the instructor of DANC 4302
4. Choreography Project rehearsals for DANC 3301 or 3302 assignments (Must reserve space ahead of time)
5. UTRGV Dance Department dance students (students enrolled in DANC classes) requesting studio space to complete assignments or practice technique for UTRGV dance (DANC) classes. (Must reserve space ahead of time)

### **PAC Studio for Rehearsals**

All Senior Dance majors enrolled in the Senior Project course have swipe access to the PAC studio with their UTRGV student ID card for rehearsals. Seniors enrolled in the Senior Project course (DANC 4302) will develop a rehearsal schedule with the course instructor, and all choreographers must abide by the schedule to avoid conflicts with rehearsal space and time. Please inform the instructor ASAP if a rehearsal is canceled so that the space can be used by someone else.

If the Student ID card does not work, please notify the Dance Office (EHPE II, room 115) so we can fix the problem.

Students who provide access for unauthorized use of the dance studios risk losing their access. Dance students who reserve studio space or provide access for non-department use will be prohibited from reserving studio space.

Dance students must follow and enforce studio rules:

- No food or drink in the studios. Only water is permitted.
- Wipe up spilled water immediately.

- Please pick up after yourselves between each class and rehearsal and take all personal items with you when leaving the studio. The Dance Department is not responsible for items left unattended.
- The use of hard soled shoes is prohibited in studio 117. Folklórico and Flamenco rehearsals should be held in studio 133 which allows for the use of hard soled shoes.
- No street shoes are allowed in any of the 3 studios.
- Report any unauthorized use of the studios and any suspicious person to the UTRGV Police by calling (956) 882-7777

### **Reserving Studio Rehearsal Time**

Students enrolled in UTRGV DANC courses may reserve studio space when available (see the list of studio priority) by making a request through the Dance Department Office in EHPE II, room 115. Requests from outside UTRGV must go through facility rental procedures through the University's Conference & Event Services.

### **Locker Rooms and Studio 117 Lockers**

Men's and Women's locker rooms are available in EHPE II. Showers, toilets, lavatories, changing spaces, and lockers are available for UTRGV faculty, staff and students. Students can bring their own locks and claim a locker for the semester on a first come first served basis, or find an unused locker and use and remove your own lock on the days needed. Lockers must be cleaned out and locks removed at the end of each semester. Locks will be cut off at the end of each semester and any locker contents remaining will be discarded.

Lockers are available in studio 117 for dancers to store their personal belongings while taking class or participating in rehearsal. Students can request a key from the Dance Department office to lock their chosen locker temporarily. These lockers are not available for reserving for more than a day, they are for storing items while participating in class or rehearsal.

## Section 17: Department Procedures on Handling Student Complaints:

When a student has an issue or concern within the Dance Department, they are encouraged to first communicate with the faculty members involved to clear up any misunderstandings. If the issue is still a concern, the student should bring the issue to the attention of the Department Chair. When these efforts do not result in a resolution, students should follow the UTRGV policy provided below for filing a grievance.

### Filing a Grievance - UTRGV POLICY

The following website provides links for more information:

<https://www.utrgv.edu/srr/students/filing-a-grievance/index.htm>.

*The University of Texas Rio Grande Valley (UTRGV) seeks to provide fair and objective procedures for hearing student complaints and endorses compliance with the spirit of non-discrimination regulations. The following will advise students of procedures to be followed in filing non-academic complaints.*

*UTRGV declares and reaffirms a policy of administering all of its educational programs and related supporting services and benefits in a manner that does not discriminate because of a student's or prospective student's race, color, religion, sex, national origin, age, veteran status, citizenship, disability, gender (including sexual harassment), sexual orientation, gender expression, and gender identity or other characteristics that lawfully cannot be the basis for provision of such services. Students are protected from coercion, intimidation, interference, harassment, retaliation, or discrimination for filing a complaint, or assisting in an investigation. Students may pursue complaints through the Office of the Dean of Students.*

**Student Advisement for Concerns/Complaints:** *Student Rights and Responsibilities helps students who have concerns or complaints other than those addressed above, or who have questions regarding existing policies and procedures. For information about how to file a grievance, refer to the Handbook of Operating Procedures, specifically:*

- [STU 02-200: Student Grievances and Complaints](#)
- [ADM 03-100: Non-Discrimination and Complaint Procedure](#)
- [ADM 03-200: Accommodations for Individuals with Disabilities](#)
- [ADM 03-300: Sexual Misconduct](#)
- [STU 02-100: Student Conduct and Discipline](#)

## Section 18: Scholarship Information

The Dance Department has funds for scholarships for Dance majors. The amount of the scholarships varies, depending on the number of students recommended by the faculty, but usually ranges from \$250 to \$500. Starting Spring 2023, students must apply for consideration to receive scholarship funds. Scholarship money will be distributed for the summer terms and during the 9-month academic year. When recommending students to receive a Dance Scholarship, the Dance faculty will primarily consider the following criteria for selection:

- Overall academic record (overall GPA of 3.0 or higher)
- Academic record in Dance (DANC) courses
- Involvement with the Department's dance companies
- Reliability and punctuality of attendance to Dance classes and rehearsals