ABSENCE POLICY IN MAJOR TECHNIQUE CLASSES

Absences
Students are allowed the same number of absences equal to the number of course meetings per week (e.g. 3 absences in courses meeting 3 times per week, 2 absences in courses meeting 2 times per week, 1 absence in courses meeting once a week). The next absence after the maximum allowed will lower the final course grade by one full letter; each subsequent absence will continue to lower the final grade accordingly. Students are encouraged to save these absences for situations in which they may not be in control of circumstances (freeway traffic, family emergency, etc.)

One additional absence will be allowed without consequence to the final grade only for illness, injury, or other University established excused absences. (e.g. jury duty, religious holiday, curricular reasons such as athletics, ACDA, etc.) and only when documentation is provided. In case of illness or injury needing more time for recovery beyond permitted absences, the instructor, the student, and the Department Chair will discuss options for continuing or dropping the course.

This policy is specific to the Department of Dance, and is in compliance with the University policy on absences.

Tardiness
Punctuality is crucial to professional and academic success. The policy regarding guidelines for tardiness varies for each instructor and will be stated in the course syllabus.

Observation in Technique Class
It is up to the individual technique teacher to delineate his/her policy for class observations in his/her technique syllabus.

Observations due to Severe Injury/Illness
Occasionally, a dancer is temporarily ill or injured, and a one to two week period of observation will allow her/him to recover expeditiously. Students wishing to observe class instead of participating must receive approval from their instructor by asking permission, and, in case of injury, this must be done in consultation with Head Athletic Trainer John Siegel and/or the Department Chair. The extended observation period of a maximum of two (2) weeks will be allowed only with documentation of injury from John Siegel or a doctor. During that two-week period, injured students will be required to spend a minimum of two one-hour sessions each week doing supervised strengthening and rehabilitation exercises in the Dance Clinic or Pilates lab as determined. Failure to comply will affect the student’s final grade. It is up to the individual technique instructor as whether or not the student may use class time for this rehabilitation program. Documentation of time spent in the Dance Clinic can be verified between John Siegel and the instructor.

In cases where students cannot participate in technique classes for more than two weeks, or have more than one period of extended need for observation in a semester, the student will be asked to drop the course. The decision will be made in conjunction between the instructor, the student, and the Department Chair. Once the Student has completely recovered and has been cleared to return to technique class, the Chair and the instructor can allow the student to return for the remainder of the semester as an audit, without receiving any credit for the course. Permission for return must be obtained from both the instructor and the Chair.
ADDITONAL POLICIES FOR TECHNIQUE CLASSES

Withdrawing from a Dance Course
Students may not drop Department of Dance courses after the 9th week of instruction without meeting with the Department Chair.

Dress Code and Student Preparation for Class
Students will be punctual and ready to begin class when the professor walks into the room. Dress codes are established as a professional standard of practice and represent a sense of respect for the instructor and for the art form of dance. Individual instructors will establish acceptable attire, and students are required to abide by these dress codes. Dress codes may change as the semester progresses at the discretion of the instructor.

Keeping our Studios Clean and Safe
Shoes worn outside of the studio, even in hallways and the courtyard, are considered “street shoes” and should NEVER be worn in the studios. Not only is this practice another form of respect for the studios as a “sacred space” bit is also a safety issue. Shoes worn outside often carry glass or small rocks and debris. When carried into the studio, injury or illness could result for this debris and it may damage the floor.

There is no food or drink allowed in the studios other than water. Water containers must be closable. The Department of Dance recommends that students use reusable water bottles for technique class.

Students must bring a towel to every technique class to wipe up excessive sweat from the floor. To help keep studio floors clean and safe, students should avoid applying lotions to bare skin within 30 minutes of participating in technique class. Lotions help create dangerous “slick spots” on the marley dance floors.

Every studio contains a Biohazard Kit for use in cleaning up any sort of biohazard exposure during a technique class or a rehearsal. All blood spills and bodily fluids such as vomit are considered biohazards and must be dealt with properly. Biohazard Kits are mounted on the walls near the telephone in each studio. Clear instructions for disposing of a biohazard spill or exposure are inside each Kit, however studio instructors and Head Athletic Trainer John Siegel will also train any individual in the proper way to handle such a situation. All red biohazard disposal bags should be brought to the main office or the Dance Clinic for proper disposal. If it is after hours, please contact the Building monitor to assist in proper disposal. If any Biohazard Kit is missing supplies, please contact the Dance Clinic at X57076 or contact the main office.

Responsibilities for Physical Health
Because of the nature of dance activity is physically demanding, each student is responsible to notify dance instructors if/when any physical condition or previous injury prohibits full participation in a dance activity class.

Be sure to keep yourself in excellent shape by eating properly, sleeping as much as possible, maintaining a healthy weight, allowing some time for care of mind, spirit and body, and taking time for a little fun.

Methods of instruction and corrections in dance activity courses
Because it is often necessary and most helpful for instructors to touch a student’s body for the purpose of making a correction, its is the student’s responsibility to notify dance instructors if he/she is not comfortable with this routine method of instruction.

Cheating and Plagiarism
Cheating and plagiarism are serious academic offences. In accordance with University Policy, the consequences for cheating and plagiarism is a decision of the faculty member and may include a failing final grade for the course, assignment of zero credit for the specific demonstration of competence, or referral to the University Office of Judicial Affairs for the possible probation, suspension, or expulsion. See the University Catalog for complete description of this process and its consequences.