



Image from Utah Opera

THAR 28 INTRODUCTION TO COSTUME DESIGN: SECTION 5470 SPRING 2022 COURSE SYLLABUS

Course Description

Overview of the fundamentals of costume design for the stage, focusing on character interpretation, script analysis, and materials.

Student Learning Outcomes

Upon completion of the course, students will be able to:

1. Communicate a visual approach to costume design through research analysis and costume renderings for a work of dramatic literature.

Course Objectives

You can view the course objectives by going to the official Course Outline on the SRJC website.

Class Meetings

This class meets Tuesdays and Thursdays from 10:30am-12:00pm in Burbank, The Design Studio

FROM THE SCHEDULE OF CLASSES:

Students must adhere to COVID-19 prevention protocol at all times.

Final Exam

This is a project-based course. The Final Exam will be comprised of a completed Final Portfolio presented by each participating student on the scheduled Final Exam day.

Final Exam Day: ***Tuesday May 24, 2022 10:00AM-12:45PM***

Instructor Contact



Coleen Scott Trivett (SHE/THEY)

Email: ctrivett@santarosa.edu

Office: Burbank 147

Office Hours: Mondays 10am-12pm & 1-3pm, Tuesdays and Thursdays 9:30am-10:30am in person or via Zoom by appointment. Please email to schedule.

I try to respond to emails within 24 hours. I never respond on weekends, so please expect a response to those messages on Monday.

Supplies

See the back page for the Supply List. It can also be found in the first module.

- The Costume Studio has supplemental art supplies that you can use for class.
- There are additional supplies needed for rendering if you would like to explore additional mediums. They are available online or from local vendors.
- You will your notetaking, drawing and organizational supplies by the second week of class.

Textbook

[The Magic Garment, 3rd Edition by Rebecca Cunningham, ISBN:147863815X](#)

Additional reading material and instructions will be provided for each assignment within course modules.

Course Modules and Assignments

This is an overview of the general assignments for this course and their point values. Specific assignment instructions and support materials can be found in the individual Modules for this course as the semester progresses.

MODULES BY WEEK:

JAN 20 Welcome!

JAN 25/27 Stage Costume Basics

FEB 1/3 Elements and Principles of Design

FEB 8/10 Research for Costume Design

FEB 15/17 Costume Rendering Techniques

FEB 22/24 Fabrics

MAR 1/3 Script Analysis

MAR 8/10 Conceptualization=Design Ideas

MAR 15/17 Developing the Costume Design/Concept Statements

MAR 18 COSTUME DESIGN TERMINOLGY AND CONCEPTS QUIZ DUE (Midterm)

SPRING BREAK

MAR 29/31 Developing the Costume Design Rough Sketches

APR 5/7 Developing the Costume Design Final Presentations

APR 12/14 Getting the Show Together

APR 19/21 Intro to Final Costume Design Project +Professions in Costume Related Fields

APR 26/28 Costume Design Project Part 1- Read a Play and Concept Statement Essay

MAY3/5 Costume Design Project Part 2-Research and Rough Sketches

MAY 10/12 Costume Design Project Part 3- Plot, Budgets, Checklists and Swatching

MAY 17/19 Final Costume Design Project 15 Minute Presentations

MAY 24, 10AM-12:45PM- FINAL PORTFOLIO PRESENTATIONS DUE

NOTE: Modules will open just before the class session occurs. Please come prepared for class to get the most out of it.

Assignments & Grading Categories:

READING/WRITING 10%- 100 Points Total

- Chapter Reading Quizzes
- 500-word Design Statement essay for costume design development.

EXAMS 10% - 100 Points Total

- **Reading Comprehension Quizzes** -50 points
- **Costume Design Terminology and Concepts**- 50 points

RESEARCH/PROBLEM SOLVING 30%- 300 Points Total

- **Project Research** for costume design development. Compile a costume research morgue 100 Points
- **Costume Design Terminology and Concepts Quiz**- 100 Points
- **First Costume Design Project Research**- 50 Points
- **Final Costume Design Project Research**- 50 Points

SKILL DEMONSTRATIONS 40%- 400 Points Total

- **Costume Design Homework Assignments**- 100 Points- These include fabric swatch pages, rendering technique practices, and literal vs. figurative design project.
- **The First Costume Design Project**- 100 Points- Each student will complete an action plot, research, 5-7 rough drafts and 5-7 final renderings.
- **Final Costume Design Project** - 200 Points- Each student will complete a final costume design and introductory construction project, involving the following components:
 1. Select a play from the list of international theatrical scripts.
 2. Write a 500-word concept and design statement essay.
 3. Design and render costumes for 8-10 selected characters including one costume change if applicable.
 4. Price out and develop a budget for all necessary materials to construct the rendered costume.
 5. Compile a bible for this show including: Title Page, Concept & Design Statement, Action Plot, Costume Plot or Dressing Lists, Pull Build Rent Buy Check List, Your budget page, research, rough drafts, and final renderings with swatches.

CLASS PARTICIPATION/PRESENTATIONS/ATTENDANCE 20%

Total Points: 200

Everyone begins with full credit in this category. These points are figured into your grade at the end of the semester based on attendance, timeliness, organization, safety practices and professional communication and behavior in the classroom including presentations. To achieve success in this category adhere to the standards of professionalism expected in the field of costuming:

- Organize and maintain your notes and assignments.
- Attend and engage in all class sessions
- Practice proper health, safety and equipment usage procedures
- Turn in assignments and quizzes on time.
- Arrive promptly and prepared for **all** class meetings, participating actively.
- Maintain an amiable and supportive attitude when interacting with others (fellow students, instructor, Studio supervisor, designers, actors, stage managers, etc.)
- Present designs and assignments to the class in an organized and professional way.
- Work collaboratively with other team members when working on group tasks.
- Acknowledging the sometimes stressful and time-sensitive working environment in the Studio, contribute positively by staying focused, listening closely, following instructions carefully, and taking initiative when appropriate.
- Follow the terms of the course syllabus.

Grading Policy

Click the "Grades" link in Canvas to keep track of your points. I try to post points and comments in the Canvas grade book within one week after each due date.

Grades will be assigned as follows:

A	90%	900 points or more
B	80%	800 to 899 points
C	70%	700 to 799 points
D	60%	600 to 699 points

There is no Pass/No Pass grading option for this course. 700 points combined from all four grading categories passes the class.

Total points values for assignments may be adjusted over the course of the semester at the instructor's discretion, but will always be adjusted in favor of the student. The total percentage of points required to pass the course will remain in proportion to the chart above.

Late Policy

All assignments are due on the due date. Some assignments are required to be photographed and uploaded to Canvas to be marked complete. A late submission will receive a point penalty. Submissions more than one week late are not accepted without prior arrangement.

Required Technology or Software

Weekly access to the internet to use Canvas and upload assignments.

Weekly access to a camera via a phone or other digital device.

A Google account or slide presentation software like Power Point.

You may need the following software for this course to view videos and documents:

- [Adobe Reader](#)
- [Flashplayer](#)

Course Web Site

Students will use the Canvas course web site for assignment instructions, quizzes, course resources, and viewing grades.

DESIGN ASSIGNMENTS WILL BE PHOTOGRAPHED OR SCANNED AND UPLOADED TO CANVAS

Please go to the SRJC [Student Canvas Help Page](#) if you need assistance.

Instructor Announcements and Q&A Forum

The instructor will post announcements on the "Announcements" page in Canvas throughout the semester.

Canvas notifies students according to their preferred Notification Preferences as soon as the instructor creates an Announcement.

The Costume Questions and Images discussion board is also on Canvas to ask for assistance of your classmates or of your instructor, or to share inspiration.

Attendance

Each class meeting will be held at the scheduled time at Burbank Design Lab. All 5 hours of lab instruction in this course is synchronous.

- You are allowed a total of 2 absences for the semester. These include both excused and unexcused absences, illness, Dr.'s appointments, work conflicts, transportation issues, family emergencies, etc. I recommend that you use them only for such events.
 - Any anticipated absences for the semester (class/team events, work conferences, personal responsibilities, etc) must be discussed with me within the first two weeks of class and will count as part of your two absences.
 - For the purpose of late work, an 'Excused Absence' is defined as: illness or hospitalization accompanied by a note from your doctor for an office visit or hospitalization.
 - Please send me an email when you are ill. We are part of a team now. We need to know how you are in order to help you.

Important Dates- Spring 2022

SPRING SEMESTER 2022

TBD

Spring class schedule available (www.santarosa.edu) *

Monday, January 17, 2022

Dr. Martin Luther King Jr. Day Holiday (No Classes, District Closed)

Tuesday, January 18, 2022

Departmentally Determined Professional Development Activities Day (No classes)

Wednesday, January 19, 2022

CLASSES BEGIN

Tuesday, January 25, 2022

Last day to register/add semester length class without instructor's signature or add code

Sunday, January 30, 2022	Last day to drop semester length class and be eligible for a refund
Saturday, February 6, 2022	Last day to register/add semester length class with the instructor's signature or add code
Sunday, February 6, 2022	Last day to drop a semester length class without "W" symbol
Monday, February 7, 2022	First Census Day
Thursday, February 17, 2022	Mandatory Professional Development Activity Institutional Day (No Classes, District Closed for PDA)
Friday, February 18, 2022	Lincoln's Day Holiday Observance (No Classes, District Closed)
Saturday, February 19 - Sunday, February 20, 2022	Saturday and Sunday (Classes will meet)
Monday, February 21, 2022	Washington's Day Holiday (No Classes, District Closed)
Sunday, February 27, 2022	Last day to opt for P/NP for a semester length class
Monday, March 21 - Sunday, March 27, 2022	Spring Break (No classes)
Friday, March 25, 2022	Professional Development 1/2 Flex Day (No classes or activities)
Monday, March 28 - Sunday, April 24, 2022	Midterm progress indicators posted in student portal
Sunday, April 24, 2022	Last day to drop a semester length class with "W" symbol
Tuesday May 24, 2022 10:00-12:45PM	Final Exam
Saturday, May 28, 2022	Commencement Exercises
Monday, May 30, 2022	Memorial Day Holiday (No Classes, District Closed)
Friday, June 3, 2022	Final grade rosters due
Monday, June 6, 2022	Spring semester processing finalized

Standards of Conduct

The Sonoma County Junior College District supports a safe, productive learning environment to foster intellectual curiosity, integrity and accomplishment as defined in the District Mission and Goals.

The District holds that *students shall conduct themselves in a manner which reflects their awareness of common standards of decency and the rights of others*. Interference with the District's mission, objectives, or community life shall be cause for disciplinary action.

We will conduct ourselves in a manner, which reflects our awareness of common standards of decency and the rights of others. All students are expected to know the [Student Conduct Policy](#)[Links to an external site.](#) and adhere to it in this class. Students who violate the code may be suspended from 2 classes and may be referred to the Conduct Dean for discipline.

Students who register in SRJC classes are required to abide by the SRJC Student Conduct Standards. Violation of the Standards is basis for referral to the Vice President of Student Services or dismissal from class or from the College. See the [Student Code of Conduct page](#).

Collaborating on or copying of tests or homework in whole or in part will be considered an act of academic dishonesty and result in a grade of 0 for that test or assignment. I encourage students to share information and ideas, but not their work. See these links on Plagiarism:

[SRJC Writing Center Lessons on avoiding plagiarism](#)

[SRJC's policy on Academic Integrity](#)

Other Important Policies and Practices

Respect

The best way to learn is through active participation; therefore, we respect others when talking by being on-time, listening actively, and by being polite even when we disagree with another's viewpoint.

Netiquette, or Why Is It Harder to Be Polite Online?

Netiquette refers to using common courtesy in online communication. All members of the class are expected to follow netiquette in all course communications via email or on Canvas. Use these guidelines:

- Use capital letters sparingly. THEY LOOK LIKE SHOUTING.
- Forward emails only with a writer's permission.
- Be considerate of others' feelings and use language carefully.
- Cite all quotations, references, and sources (otherwise, it is plagiarism).
- Use humor carefully. It is hard to "read" tone; sometimes humor can be misread as criticism or personal attack. Feel free to use emoticons like :) for a smiley face to let others know you are being humorous.

- Use complete sentences and standard English grammar to compose posts. Write in proper paragraphs. Review work before submitting it.
- Text speak, such as "ur" for "your" or "ru" for "are you" etc., is only acceptable when texting.

TITLE 9:

This initiative is in compliance with Title IX and the Campus SVE Act, and addresses critical issues including sexual assault, dating violence, domestic violence, and stalking. Given the importance of this training, the District is required by federal and state law to offer all incoming and continuing students at all campuses education and awareness programs on sexual misconduct prevention.

Title 9: Title IX of the Education Amendments of 1972 (Title IX) prohibits sex (gender-based) discrimination and harassment in educational programs and activities at institutions that receive federal financial funding, including for employment, academic, educational, extracurricular and athletic activities.

- Protects all people regardless of their gender or gender identity from sex discrimination, including sexual harassment and sexual violence, which are forms of discrimination, and
- Requires institutions to take necessary steps to prevent sexual misconduct on their campuses, and to respond promptly and effectively when sexual misconduct is reported.
- when sexual misconduct is reported.
- **Title IX: Confidentiality and Responsible Employee Statement**

Santa Rosa Junior College (SRJC) Theatre Arts are committed to helping create a safe and open learning environment for all students. In accordance with Title IX of the Education Amendments of 1972, SRJC prohibits unlawful sexual harassment against any participant in its education programs or activities. This prohibition applies to all students, SRJC employees, and visitors to campus. If you (or someone you know) have experienced any form of sexual harassment, including sexual assault, dating or domestic violence, or stalking, know that help and support are available. The College strongly encourages all members of the community to take action, seek support and report incidents of sexual harassment to the TitleIX Coordinator, Stephanie Jarrett at sjarrett@santarosa.edu or 707-527-4822. [Reports may also be filed online.](#)

If you wish to speak to a confidential employee, you can contact Student Psychological Services (Santa Rosa Campus 707-524-1595/ Petaluma Campus 707-778-3919). For more information about reporting options and resources at Santa Rosa Junior College and the community, please visit <https://titleix.santarosa.edu/>.

***If you experience any type of harassment or abuse that you feel falls in the Title 9 Category, contact the title 9 office immediately and file a report. It is the only way to track these incidents and help prevent them from happening again.*

STUDENT EQUITY:

Santa Rosa Junior College (SRJC) aspires to be an inclusive, diverse, and sustainable learning community. Its mission is to passionately cultivate learning through the development of its diverse community.

What is Student Equity?

Title V California Education Code state the goal of Student Equity is “...to close achievement gaps in access and success in underrepresented student groups, as identified in local student equity plans.”

In the state of California and at SRJC, we have a diverse student population from a variety of backgrounds. The data shows that students from disadvantaged backgrounds are not achieving their academic goals at the same rate as the average population. At SRJC, the Office of Student Equity is committed to supporting campus wide efforts focused on reducing these achievement gaps.

Health Services

Health issues (physical and mental) can interfere with your academic success. Student Health Services is here to support you. Details are at shs.santarosa.edu.

Special Needs

Students with disabilities who believe they need accommodations in this class are encouraged to contact Disability Resources (527-4278), as soon as possible to better ensure such accommodations are implemented in a timely fashion.

If you need disability related accommodations for this class, please provide the Authorization for Academic Accommodations (AAA letter) from the Disability Resources Department (DRD) to the instructor as soon as possible. If you have not received authorization from DRD, please contact them directly. DRD is located in Bertolini Hall, 3rd Floor on the Santa Rosa campus, and Jacobs Hall Room 101I on the Petaluma Campus.

Emergency Procedures

- [Register your Cell Phone](#) with REGROUP and Nixle. [Links to an external site]
- This course requires the safe use of machinery and hazardous materials. CAREFULLY review safety procedures in "Working in Our Virtual Costume Studio" listed in Modules.

Dropping the Class

If you decide to discontinue this course, it is your responsibility to officially drop it. A student may be dropped from any class when that student's absences exceed ten percent (10%) of the total hours of class time. **It is strongly advised that if you need to miss more than one class/homework deadline in a row that you contact the instructor to avoid being dropped from the class.**

Costuming Supplies and Equipment

SUPPLIES and TOOLS (Sewing Notions)

Most of the supplies listed below will be provided in class. However, if you want your own supplies at home, or if you want to bring of your favorite notions to use in class, you are welcome to. Every student will have their own individual kit/tool caddy for the most necessary items, and will use only those tools this semester to help keep things safe. Please read this entire list as there are some required supplies students will need to purchase.

Some supplies will be available for purchase at the [SRJC Bookstore](#) or [wawak.com](#). Many of the items listed below are packaged in a Beginners Sewing Kit available anywhere fabric and sewing notions are sold. Examples: [Jo Ann Fabrics](#), Walmart, or Amazon.com

PROVIDED IN STUDIO:

- [Sharp fabric scissors](#) or [Dressmaker shears, 7"-8"](#)
- [Scissors for cutting paper](#)
- [60" Sewing tape measure](#)
- [6" Sewing Gauge w/ Sliding Marker](#)
- [Pin cushion](#) or [magnetic pin holder](#)
- [Pins\(Links to an external site.\)](#) (Size #20 or long silk or quilting)
- [Hand sewing needles](#) (assorted sizes)
- [Tailor's chalk](#) and/or [Fabric marking pen](#)
- [Seam ripper](#)
- [Tracing wheel](#)
- [Tracing paper](#)
- [2"x18" c-thru grid ruler](#)

GENERAL SUPPLIES- (STUDENT SUPPLIED)

PLEASE PURCHASE THE ITEMS BELOW:

- #2 pencils w/eraser
- Colored pencils (at least 12 colors) or Watercolor set and brush
- Sketch Pad- Drawing paper
- [Customizable portfolio book](#), or 3 ring binder with dividers and clear sheets for classwork and samples
- [Printable Swatch Sheets](#) or swatch sheet kits (you can print these or get them in class)

REQUIRED FOR BURN TEST (STUDENT SUPPLIED UNLESS NOTED) **NEEDED FOR CLASS February 17**

- Butane lighter
- Votive candle/tea candle (unscented)
- Tweezers
- Aluminum pie pan
- fabric swatch kit (supplied by SRJC)

Very Helpful Optional Items

- [Small scissors or clippers](#)
- [Bees Wax](#)
- [Thimble](#)
- [Rotary Blade and Cutting Mat](#)

Fabric and Notions for Projects- *some fabric, patterns and notions will be provided.*

- Fabric, trims, notions, and thread for projects
- Commercial patterns for projects

FINAL PROJECT

**Additional supplies will be required for your final project including: a pattern, fabric, lining, interfacing, trims, and other notions (buttons, zipper, etc.)

EQUIPMENT -

As class takes place in person in the costume studio, we have various sewing machines available for you to sew. As you work, you may be interested in purchasing your own sewing machine for future projects. If so, some tips are below.

Purchasing or Inheriting a Sewing Machine

Machines are available for purchase at sewing centers, thrift stores, Costco, Walmart, and Target. Here are the basic requirements that your machine must have:

Make certain that your sewing machine is in good working order. If it has been unused for any length of time, bring it to a local repair shop for servicing. As an example, Village Sewing Center is one such shop located in Santa Rosa. They offer a discount to students for a regular "sewing machine tune-up". They are also very helpful with simple repairs and advice.

- **Village Sewing Center**
506 Lewis Rd Santa Rosa, CA 95404
Phone: 707 544-7529
Email: john@villagesewing.com
 - - Locate the operator's manual. If you don't have it, google search the make and model of your machine online to find a manual.
 - You will need at least 4 bobbins. Sewing machines utilize two lines of thread, a top thread originating from a spool and a bottom thread, which is wound on a bobbin. Bobbins are specific to the make of your machine. **Make sure you have the correct ones!**
 - Older machines require a functioning Bobbin Case. Newer sewing machines will have a built-in bobbin case.
 - There are three "foot" attachments that are a must have. These attachments come with most sewing machines. You will need:
 - Regular Foot for straight and zigzag stitching
 - Zipper Foot for zipper application and other finishing techniques
 - Buttonhole foot attachment.

