

RYERSON UNIVERSITY

RYERSON SCHOOL OF PERFORMANCE

STUDENT HANDBOOK

2016 / 2017

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Welcome to the Ryerson School of Performance!

Training the next generation of theatre and dance artists is a thrilling and important journey for all of us at the School of Performance at Ryerson University. We proudly offer you our 2018/19 season that showcases the accomplishments of our students in the Bachelor of Fine Arts in Performance (Acting, Dance and Production). At RSP we believe that live performance is an essential part of the human experience. The arts can provide an excellent means of exploring societal issues that are intertwined at local, national and global levels. The arts can entertain. They can provoke thought and ongoing discussion. The human factor in the arts and the exploration of universal themes large and small brings us together as a community.

To help guide our students through their four years of training, we have an outstanding team of instructors, working artists, production personnel and managers who instill discipline and teach skills necessary to interpret the vision of others. By the fourth year, students are encouraged to take the initiative to seek their own voices through the stories and ideas they wish to convey. Our dedicated team of distinguished guest directors, choreographers and designers join us in guiding our talented young artists throughout the performance process.

The complexity, diversity and creativity of the arts often engage theatre and dance artists in bold and transformational ways. Many of the partnerships that begin during a student's four years of training will last a lifetime.

Peggy Shannon
Chair, Ryerson School of Performance

FACULTY & STAFF

ADMINISTRATION

Dr. Peggy Shannon, Department Chair
Sunny Fernandez, Academic co-ordinator
Peter Fleming, Production Manager
Alex Gilbert, Wardrobe Supervisor
Paola Catalano, Administrative Co-ordinator
Scott Martin, Technical Director
Eva Peringer, Summer Camp Director
Will Sutton, Shop Supervisor
Bonnie Thomson, Associate Technical Director
TBA, Intern
TBA, Intern

FACULTY

Dr. Cynthia Ashperger - Director Acting
Pavlo Bossy - Associate Professor Production
Sholem Dolgoy - Director Production
Tanya Evidente - Associate Professor Dance
Dr. Ira Levine - Professor and Director Creative Industries
Caroline O'Brien – Associate Professor Production
Irene Pauzer - Associate Professor Vocals
Sheldon Rosen - Associate Professor Acting
Perry Schneiderman - Associate Professor Acting
Dr. Peggy Shannon - Professor
Vicki St.Denys – Director Dance

PART-TIME FACULTY

Andrade, Arsenio
Arnsby, Kelly
Bonar, Joe
Booker, Samantha
Bowring, Amy
Boylan, John
Cauthery, Bridget
Cole, Allen
Craig, Ron
De Benardi, Justin
Domville, Philippa
Dryden, Nancy
Ferrall, Matt
Fleming, Peter
Gilbert, Alex
Glumbek, Robert
Green, Jennifer
Gustajtis, Stephen
Harendorf, Stephen
Hernandez, Lourdes
Hilliard, Kate
Kaeja, Allen
Kerr, Kathryn
Kovacs, Sasha
Laberge-Cote, Louis
Marcus, Mitchell

Martin, Alyssia
Martin, Scott
Mclsaac, Marianne
McBride, Clara
Moody, Paul
Mongiat, Richard
Ottman, John
Paolozza, Adam
Pearl, Kenny
Rainville, Janelle
Reis, Diana
Robinson, Patrick
Rosato, Marianna
Savage, LJ
Salverda, Crystal
Scholey, Chris
Senewiratne, Tania
Storms, Waneta
Sutton, Will
Thomson, Bonnie
Triemstra, Jennifer
Warrack, David
Warrack, James
Watson, Ian
Wilsher, Steve

POLICIES AND PROCEDURES

ACADEMIC CONDUCT



Intellectual freedom and honesty are essential to the sharing and development of knowledge. In order to demonstrate Ryerson's adherence to these fundamental values, all members of the community must exhibit integrity in their learning, research, evaluation, and personal behavior. The Ryerson University Code of Academic Conduct applies to the academic activities, both on and off campus, of all students enrolled in courses at the University. Ryerson students are responsible for familiarizing themselves with this policy. The Ryerson Student Code of Academic Conduct defines academic misconduct, the processes the University will follow when academic misconduct is suspected, and the consequences that can be imposed if students are found to be guilty of misconduct. The University recognizes the gravity of a charge of academic misconduct and is committed to handling the disposition of such charges in a respectful, timely and thoughtful manner.

Academic misconduct includes actions that have a negative effect on the integrity of the learning environment. Offences of this nature are unacceptable: academic dishonesty, plagiarism, cheating, misrepresentation of personal performance, submission of false information, etc...

The following Code defines academic misconduct, the processes the University will follow when academic misconduct is suspected and the consequences that can be imposed if you are found to be guilty of misconduct:

<http://ryerson.ca/content/dam/senate/policies/pol60.pdf>

ACADEMIC ACCOMMODATION

Ryerson University provides academic accommodations for students with disabilities in accordance with the terms of the Accessibility for Ontarians with Disabilities Act. The University strives to make its academic programming accessible to all students. The Roles and Responsibilities

section of the Policy outlines the procedures and timelines you will need to follow to ensure that you are accommodated.

<http://ryerson.ca/content/dam/senate/policies/pol159.pdf>

Students with disabilities should register with Academic Accommodation Support (AAS) as early as possible to ensure that their approved accommodations are active when classes start. Students with disabilities should not seek accommodation directly from or disclose their personal health information to professors, course instructors or TAs/GAs. For more information:

<http://www.ryerson.ca/studentlearningsupport/academic-accommodation-support/>

AWARDS



The School offers a number of awards to selected students. These are of several types and are administered by the School of Performance's Scholarship and Awards Committee.

A number of bursaries of varying amounts may be awarded annually to students who have demonstrated financial need. For a full listing of award and scholarships available please see Ryerson's Financial Aid and Awards office.

BUILDING ACCESS



The School of Performance, like all areas of Ryerson's downtown campus, is vulnerable to theft, vandalism and personal risk. To maximize security while maintaining as much student access as possible, the School has a card-access security system that opens the southwest doors to activated access cards at selected times.

Students with activated access cards will be able to gain access to the building during the following hours in the fall and winter terms:

Monday to Friday	7 a.m. - 10 p.m.
Saturday	9 a.m. - 6 p.m.
Sunday	Access only by Special Arrangement

The building must remain secure. Security guards will maintain constant patrols throughout and beyond access times. Under NO circumstances must outside doors be propped open (an alarm will immediately notify the Security office when this occurs). Persons caught doing so will be in violation of security rules and their cards deactivated permanently.



COMMUNICATION

Ryerson's email policy clearly states that only Ryerson e-mail accounts are to be used for communication. All students have access to Ryerson email through their my.ryerson.ca site, and this is the official way in which you receive and send any communication.

You are required to register for and maintain this account. New Students must set up a new ID and Password:

<http://www.ryerson.ca/ccs/services/accounts/onlineidentity.html>

To get a new password or to deal with any difficulties, please contact the CCS office by calling (416) 979-5000 x 6806.

FACILITIES' POLICIES



CELL PHONES: Cell phones must be turned off when in class and rehearsal.

LOCKERS: Are issued at time of registration on a first come, first served basis. All locker problems should be referred to Sunny Fernandez, AOB 921-55. Remember, there are more students than lockers. Ryerson cannot accept responsibility for the loss, damage or removal of contents of lockers under any circumstances.

MINOR INJURIES: First aid kits are located in the General Office, and the Carpentry Shop, Kerr Hall. Injuries other than minor are handled by the Ryerson Health Clinic located at the rear of the Ryerson Theatre, Kerr Hall.

PERSONAL EFFECTS: Neither the University nor the School of Performance is responsible for the loss of personal effects.

POSTERS: Posters and notices are not allowed to be put up without permission from the Chair's Office. None allowed on the walls of the School.

REHEARSAL FURNITURE AND SPACE: Furniture must be removed from the studio space or classroom used. The studio or classroom has to be left back in the way it was found. Failure to do so will cause refusal for further requested space.

UNAUTHORIZED PERSONNEL: Persons appearing to have no business in the School of Performance should be reported immediately. Do not attempt to question strangers yourself. Please avoid letting strangers in behind you when entering the School of Performance. If necessary, you can dial an **emergency number 80 to Security** - this number is for use in emergency situations only.

VALUABLES: Should not be brought to school, nor should more money than you need for the day. Remember lockers can be broken into. All incidents of theft or loss should be reported to Security. There is a Lost and Found in Reception. Neither the University nor the School of Performance is responsible for the loss of personal effects.

PURCHASING TICKETS

Ticket Fees and vouchers must be paid by the end of the second week of school at the Cashier's office (POD-66) by credit card, interact or certified cheque. Afterwards you must bring proof of payment back to Paola Catalano or Sunny Fernandez at AOB 921 (Atrium at Dundas and Yonge).

The Publicity Office, located at AOB 921 and The Box Office located at 345 Yonge St., will post specified office hours. For inquiries about ticket availability, please call (416) 979-5118 and speaking to a staff member, or e-mail performanceinfo@ryerson.ca. Please note, messages left do not necessarily guarantee your order. Availability changes on a daily basis and confirmation can only be given by the Box Office Manager. To ensure that your tickets reservation has been accepted and confirmed, visit the Box Office in person before the day of your desired performance. RSP shows often sell out, so early booking is the best way to avoid disappointment.

Prices for Ryerson performances are as follows: \$20 for adults, \$15 for students (advance sales only-students who purchase at the door must pay the full price) and seniors; and \$10 for groups of 10 or more. Please remember that the Theatre School Box Office is not equipped with credit card facilities.

Ticket Pick up: Tickets must be picked up at the box office on the date of the performance no later than 20 minutes before the curtain, at which time all unclaimed tickets are released for sale. The only way to guarantee your tickets is by paying for them in advance, in which case they may be picked up at the Publicity Office. Tickets purchased in advance will not be released for sale prior to performance but must be presented by the student in order to gain entry to the performance.

Should you not be able to claim tickets that you have reserved, you must notify the Box Office at (416) 979-5118 at least 24 hours in advance of the curtain or risk losing your reservation privileges for the following two productions.

ROOM BOOKING POLICY



The Ryerson School of Performance faculty and students are allowed to book rooms in the building outside of classroom hours. However, certain restrictions are in place, and all requests and bookings must be **coordinated through the Production Manager's office** and administered, during academic terms, by the student Assistant to the Production Manager.

Each request must be written up on the **ROOM REQUEST AND BOOKING FORM** and submitted to the PM or the Assistant at least 48 hours in advance of the booking.

http://www.ryerson.ca/content/dam/theatreschool/student_resources/general/Room_Request_Form.pdf

To find out changes in Room booking policies, please come to AOB 921 (20 Dundas Street East)

Bookings are handled on a **first-come-first-served basis** and must be approved by the PM or the Assistant before they are valid. Where possible, copies of the original booking forms will be returned to each faculty member and student to confirm the booking.

The student booking the room is responsible for:

- ⇒ Making sure the room is left clean
- ⇒ All chairs, tables or furniture is in place
- ⇒ No signs are left on walls

⇒ Any extra furniture is returned to its original place
Failure to do so will cause refusal for further requested space.

USHERING

All first year Actors, Dancers and Technicians are required to usher for at least two Theatre School performances per term.

The role of Usher is taken very seriously at RSP. Not only is it crucial to the safe and legal operation of a theatre venue, it is valuable, professional support for the School's artistic community. Performers and backstage crews rely on the Front of House staff to set a positive, first impression for their audiences.

There are marks assigned for being an Usher. These assignments are seen by the Faculty and Staff as contributing to the student's reputation as a theatre professional and a contributing member of the School. Failure to attend calls will be documented by the Front of House Manager and reports forwarded directly to the faculty in charge of the course.

The ushering schedule is developed by the Audience Relations Student Assistant at the beginning of each term, and is posted on the callboards at least 2 weeks prior to the first opening Night of that term. The scheduling of the assignments is arbitrary.

However students with time conflicts may find a replacement for themselves and swap calls with each other. These changes must be reported to the Audience Relations Student Assistant in writing.

There is an official Job Description for the job of USHER, and it will be posted on the callboards with the schedule. It is also contained in the School of Performance Job Description Book.

Each Usher must also attend a Dress Rehearsal or Preview of the production on which they will work, to familiarize themselves with the show's content, length of scenes and acts, and audience hazards, such as smoke, fog or strobe lighting. This knowledge is required as many ushers are asked questions by audience members during the course of their shift. Attendance at these rehearsals is mandatory unless otherwise excused by Faculty or Staff.

ACADEMIC STANDINGS & PROMOTION

POLICY ON ATTENDANCE AND LATENESS



The School of Performance conducts its curriculum with a view to the realities of work in the professional performing arts, where self-discipline, respect for the time of one's colleagues, and punctual arrival at all rehearsals, production calls and performances are essential aspects of professional etiquette. Consequently, each student is expected to report to the front office an anticipated absence from class, rehearsal or production assignment.

Individual instructors and programs may have further requirements with respect to attendance and lateness. Students are expected to familiarize themselves with specific requirements as stated in course outlines and to conduct themselves accordingly.

ACADEMIC VARIATION – CONDITIONS FOR PROMOTION

The School of Performance requires that all students enrolled in its Performance Acting or Dance courses must achieve a satisfactory grade (C+ or higher) in its core (THA/THD 100, 101, 200, 201, 300, 301, 400 and 401) in order to achieve a CLEAR standing. Students who pass these courses with a grade lower than C+ will be given PROBATIONARY standing regardless of their overall Grade Point Average (GPA). Students who fail any of the above courses will receive a REQUIRED TO WITHDRAW Standing regardless of their overall GPA. Students who receive grades below C+ in two consecutive courses above will receive a REQUIRED TO WITHDRAW Standing regardless of their overall GPA. Further discussion of your work will take place at your interview with faculty.

The School of Performance requires that all students enrolled in Performance Production must achieve a satisfactory grade ('C' or higher) in the core Production courses (THP 101, 102, 201, 202, 301, 302, 401, 403) in order to achieve a CLEAR Standing. Students who pass these courses with a grade lower than 'C', will be given PROBATIONARY Standing regardless of their overall Grade Point Average (GPA). Students who fail any of the above courses will receive a REQUIRED TO WITHDRAW Standing regardless of their overall GPA. Students who receive grades below 'C' in any two consecutive

courses above, will receive a REQUIRED TO WITHDRAW Standing regardless of their overall GPA.

ACADEMIC STANDING

Categories of academic standing are as follows as indicated in the Calendar:

→**CLEAR** - students with CLEAR standing may continue their program studies without restriction as to academic standing, although their registration in subsequent courses is subject to prior completion of any prerequisite courses.

→**CONDITIONAL** - students with conditional standing may continue their program studies as if they had a clear standing, but are required to consult with their Program/School prior to registering in the conditional term regarding procedures for clearing the status. Students are cautioned that their grades in subsequent courses will have to result in an overall cumulative performance with a clear standing or their standing will become probationary as defined.

→**PROBATIONARY** - students with probationary standing may not continue their program studies until a specific plan for studies has been authorized by their School and recorded with the Office of The Registrar. Students with a probationary standing will be eligible to continue their studies as long as they achieve a grade point average of 2.0 or higher with no failed grades (F or F-S) during each term of their probationary program, even when their cumulative grade point average has not been raised to 2.0. In order to continue studies while on probation, students must have the authorization of their School to pursue a specific plan of studies.

→**REQUIRED TO WITHDRAW** - students with RTW standing may not continue their program studies unless written application for reinstatement has been made and permission granted by their program School or Department. Such reinstatement normally would be granted only after a period of one term of suspension and with reasonable evidence of the prospect of successful study. Reinstatement, when granted, will be with Probationary standing and its requirements for defined limited studies.

NOTE: Regular attendance at classes is expected of all students. Students are reminded that in order to graduate **a cumulative grade point average of 1.67 is required.**

As indicated in the Calendar, the rules governing a student's progress are determined by the department.

The student is advised of his/her academic standing in the program on his/her grade report at the end of term.

Evaluations are conducted by the director of the program and the faculty at the end of each term. In an evaluation session, a student will receive comments from faculty on performance, progress and attitude in course work.

Final grades are assigned at the end of the term for one term courses, at the end of the second term for two term courses. The grades and their interpretations are:

RYERSON GRADE POINT AVERAGE

Grades	Letter	Grades	Description
4.33	A +	90-100	Excellent
4.00	A	85-90	
3.67	A-	80-84	
3.33	B +	77-79	
3.00	B	73-76	Good
2.67	B-	70-72	
2.33	C +	67-69	
2.00	C	63-66	Satisfactory
1.67	C-	60-62	
1.33	D +	57-59	
1.00	D	53-56	Marginal
0.67	D-	50-52	
0	F	0-49	Unsatisfactory

NOTE: Students are responsible for understanding registration procedures (including final dates for adding and dropping courses), and withdrawal procedures. Failure to comply with regulations can lead to complications in terms of graduation.

ACADEMIC CONSIDERATION AND APPEALS

This Policy explains the process by which you can request academic consideration. It explains how a professor or department may:

- accommodate a disability or illness
- extend the deadline for an assignment
- arrange for a missed exam
- re-weight or regrade an examination or assignment
- give permission to continue with a probationary status.

The Policy also outlines the steps you need to take when filing a Grade or Academic Standing Appeal. There are four grounds that may be considered for Grade and Academic Standing Appeals: Medical; Compassionate; Prejudice; and Procedural Error. Course Management may also be considered as grounds for grade appeals.

<http://www.ryerson.ca/senate/policies>

Other useful links to find more information and guidelines about appeals and about how to avoid appeals:

<http://ryerson.ca/senate/documents/guideavoidappeals.pdf>

<http://www.ryerson.ca/studentguide/academics/Appeals.html>

STUDENT RIGHTS AND RESPONSIBILITIES

As a student at Ryerson University, you have the right to:

- ◆ enjoy all rights and freedoms recognized by law;
- ◆ a learning environment that is safe, free from harassment and discrimination;
- ◆ a learning environment which is characterized by mutual respect and civility;
- ◆ a learning environment that, while safeguarding dissent, is free from interference and disruption;

- ◆ an environment which ensures that administrative decisions are made, or actions taken, with fair regard for the known and legitimate interests of students;
- ◆ an environment where adequate measures are taken to protect the security of students on University property;
- ◆ the right to complain without fear of reprisal;
- ◆ access facilities as a University community member upon payment of any required fees;
- ◆ receive information at the commencement of each course, including:
 - the instructor's name;
 - office location;
 - hours and Ryerson telephone number;
 - a course description;
 - a list of course assignments, tests and approximate deadlines;
 - a marking or evaluation scheme;
 - a statement of the teaching mode(s);
 - a provision that planned alteration in the list of course assignments, tests, approximate deadlines, and in the marking or evaluation schemes shall be presented in class prior to being implemented;
- ◆ have academic work judged solely on its merits;
- ◆ appeal grades and/or academic standing;
- ◆ confidentiality of your student information, records and subject to Ryerson's academic regulations and procedures; Ryerson's research policies and procedures; and the provisions of the Student Code of Academic Conduct and the Student Code of Non-Academic Conduct;
- ◆ participate in University governance through elected representation to the Department/School Councils, Academic Council and the Board of Governors;
- ◆ refuse to participate as subjects in research and experiments without penalty;
- ◆ conduct research and to publish, discuss and exchange findings, subject to published University regulations that may apply.

As a student at Ryerson University, you have the responsibility to:

- ❖ abide by federal, provincial and municipal statutes in addition to University policy;
- ❖ treat all members of the community, including faculty, staff and fellow students, with respect;

- ❖ not falsely or maliciously allege charges/offenses under the regulations of the Student Code of Academic Conduct and the Student Code of Non-Academic Conduct
- ❖ refrain from behavior, which you know, or ought reasonably to know, obstructs teaching, learning, evaluation, research, administration and the other usual or authorized activities of the University;
- ❖ conduct and activities likely to endanger the health or safety of yourself or another person;
- ❖ assault or the threat of assault to another person; or,
- ❖ behaviour that you know or ought reasonably to know would cause another person to fear bodily harm, or that may endanger personal wellbeing or may obstruct the teaching and/or learning process.
- ❖ unwelcome or persistent behaviour (e.g. personal harassment) that you know, or ought reasonably to know, would cause another person to feel humiliated, demeaned or intimidated or which may obstruct the teaching, learning and/or work process of another person and which includes, but is not limited to, hazing and aggressive religious recruiting;
- ❖ using the university's computing, telephone, mail and/or other university communication systems to convey nuisance or other objectionable messages which may endanger the personal well-being of another person or which may obstruct the teaching, learning and/or work process of another
- ❖ treat University facilities and equipment with respect;
- ❖ familiarize yourself with relevant University policy, such as the policy on Academic Consideration and Appeals, the Student Code of Academic Conduct, the Student Code of Non-Academic Conduct, the Examination Policy, and the Discrimination and Harassment Prevention Policy, etc;
- ❖ respect posted hours and limits on entry where such conditions exist;
- ❖ not destroy, tamper with, unlawfully access or limit the access of others, remove, possess, or knowingly create a condition which endangers or threatens destruction or damage, of property not your own, including, but not limited to, library materials, computing facilities, telecommunications systems and emergency telephone systems;
- ❖ abide by the university's policy and guidelines related to all university computing and networking facilities;
- ❖ not remove, possess, maliciously engage, or tamper with university fire protection equipment, or security and safety systems.
- ❖ evacuate the buildings during fire alarms or other emergencies as instructed by Ryerson Security.

- ❖ obtain and maintain a Ryerson University e-mail account if you are a full or part-time undergraduate or graduate student;
- ❖ ensure that your guests abide by University policy;
- ❖ show your Ryerson identification card, or photographic identification and a copy of your registration form, upon request by Ryerson Security or other Ryerson employee.

CONFIDENTIALITY

The School of Performance respects each student's right to privacy. All information pertaining to academic assessment and standing is viewed as confidential, and any discussion of such information will be conducted strictly between the student and appropriate faculty, in accordance with the policies and procedures set forth in this publication.

The free and unfettered exchange of opinions and ideas is an integral part of the learning experience. The School of Performance recognizes the right of all students to express their views on any aspect of the School's curriculum and operation and assures them that such expression will under no circumstances jeopardize their academic standing.

If you are uncertain or confused and need advice, if you are upset and need an attentive ear, if you are frustrated or angry and need something explained or rectified, or if you merely need to talk, there are a number of things you can do to ensure prompt attention to your problems or concerns:

- 1.** If you are concerned about any aspect pertaining to a specific course, you are urged to address these concerns with the appropriate instructor as early as possible in the term.
- 2.** Concerns about academic standing, general curricular issues or program operational matters should be brought to the attention of the Program Director.
- 3.** Queries or concerns about School-wide policies or procedures should be directed to the Chair.
- 4.** You may wish to discuss a problem with your class representative, who has the responsibility for voicing collective concerns to the appropriate faculty.

5. Meetings of Departmental Council are an appropriate forum for discussing concerns of a general nature. Through your class representative or the Council Chair, you are welcome either to request a meeting of the Council or to propose that an item be added to the agenda of the next meeting.

6. If you are experiencing personal problems you are advised to consult with your Program Director. You may also wish to seek the expert assistance of Student Services (3rd floor, Jorgenson Hall) or the Centre for Student Development and Counselling (4th floor, Jorgenson Hall) or to discuss your problem with a representative of the Ryerson Student's Union.

HARASSMENT POLICIES AND GUIDELINES

The School of Performance's Harassment Guidelines are an elaboration of Ryerson's official Harassment Policy and contain within them all of the principles, policies, definitions and procedures of the latter.

Ryerson's policy is based on the Ontario Human Rights Code, which specifically prohibits discrimination on the grounds of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status, and handicap. The University defines harassment thus:

One or a series of unwanted, unsolicited remarks, behaviours or communications in any form, which has the intent or effect of:

a) Creating an intimidating, hostile, or offensive psychological or emotional climate for work or study

and/or

b) Undermining work/academic performance

and/or

c) Preventing or impairing full and equal enjoyment of employment/educational services, benefits, and/or opportunities.

The School of Performance will enforce Ryerson's Harassment Policy in all respects. However, the School recognizes that harassment is a complicated matter and that the potential for misunderstanding and misinterpretation may be greater within a theatre or dance program. Therefore, the School has

developed these guidelines to assist our mutual understanding of what does, and what does not constitute harassment within the School's classroom, studio, and production environments.

The School of Performance affirms the following principles:

- 1.** The performing arts portray, interpret and magnify life in all its dimensions. Both the lighter and the darker sides of human nature co-exist inevitably on the stage as they do in life, wherein beauty, nobility and romance are intertwined with violence, madness, perversion, oppression, etc. It is intrinsic to training in theatre and dance that we explore such dimensions. Performing artists must cultivate within themselves the imagination and emotional depth required to internalize and simulate these dimensions as well as the capacity and techniques needed to arouse a powerful empathetic response from an audience exposed to them. Consequently, issues of sex, race, violence etc. and the emotions they arouse will inevitably be explored in the course of our instruction and studio work.
- 2.** The prospective theatre and dance professional must learn in an environment that encourages him/her to explore these dimensions freely. It is in the nature of artistic work to challenge, to doubt, to expose our most cherished values to ridicule - in short, to make us uneasy. The Theatre School places an extremely high value on the free exercise of artistic expression, even when the content or mode of expression may cause discomfort and perhaps even outrage.
- 3.** Producing and performing theatre and dance, and professional training in these areas, necessitate a degree of physical contact between participating students, and between students and faculty, that would be unacceptable in most other social and educational situations. Students will touch each other routinely while partnering in Dance, and while engaged in choreographic or improvisational work in Acting or Dance. Scene work will also bring students into close physical contact, including various degrees of simulated intimacy. In Acting and Dance classes, students will be touched by faculty in the diaphragm, upper and lower rib cage, abdomen, sternum, spine, back, inner and outer thigh, shoulders, posterior, limbs, neck and head. In addition, costume measurements and fittings will require that wardrobe faculty and students touch performing students in a variety of places.

4. School of Performance faculty endeavour to teach students, through the development of technique, communicate emotional content compellingly on the stage. This work required motivational teaching and adherence to rigorous standards. Consequently faculty may at times be vocally demanding. It is important that we distinguish between exhortation, constructive verbal criticism and the imposition of reasonable demands on the one hand, and derogatory language, including harassing language, on the other.

A shared appreciation for the principles outlined above will enable faculty and students to proceed with their work in a mutually respectful and enlightened environment, free of the potential for confusion between harassing behaviour and the necessities of artistic training. Often the difference between the two will be a matter of *purpose or intent* (e.g. a hand on the buttocks may serve a legitimate pedagogical purpose; on the other hand it could be a form of unwanted sexual attention). Since *intent* is open to interpretation, the School of Performance has established the following procedures to clarify the nature of potentially ambiguous teaching and learning practices.

A) It is the obligation of each faculty member to familiarize students with the nuances of their personal pedagogical style and methodology.

B) Students may reasonably expect to be advised of the purpose and parameters of any teaching mode or studio exercise where physical contact is likely to occur, and faculty will be responsible for imparting this information.

C) Where a student engaged in character exploration intends to portray a character involved in harassing behaviour (e.g. uttering racial slurs, making sexually aggressive gestures, behaving in a physically violent manner, etc.), and such behaviour is to be directed toward non-participating class members, he/she must inform the class of this intention prior to the start of the work. When a student fails to so notify the class, it will be the instructor's responsibility to interrupt the work, to remind the student of his/her obligation to inform the class, and to allow any class member who may wish to leave the room. If the instructor believes the student's work to be offensive to a majority of the class, he/she has the right and responsibility to stop the work.

D) Students participating in improvisation or Scene work, in other words students who are interacting *in character*. However, the instructor will warn students whose harassing behaviour appears to have moved *outside character*.

E) No student will be required to disrobe completely in front of another person. Nudity in rehearsal or performance is permissible, provided it is voluntary on the part of the student and approved as artistically and educationally appropriate by the student's academic program. The School's official policy on nudity is stated below:

F) If touching during the course of instruction is upsetting to a student, he/she is encouraged to discuss with the instructor ways to reduce the discomfort.

No policy can envision all the problematic situations that may occur. Harassment, as we have said, is a complicated matter, particularly in an environment that teaches individuals to evoke and explore raw human emotions and transform them into art. Our goal through discussion and clearly established guidelines is both to minimize the potential for harassment within our midst and to safeguard artistic and academic freedom.

Nevertheless, harassment remains an all-too-prevalent fact of life. In the event that you experience such behaviour, you are encouraged to contact the Complaints Officer of Ryerson's Discrimination & Harassment Prevention Services. In the event that you are unsure whether an incident constitutes harassment, you are welcome to seek clarification from your Program Director, the Chair, or the Complaints Officer.

FACULTY OF COMMUNICATION & DESIGN

About the Faculty of Communication & Design (FCAD):

The Faculty of Communication & Design attracts talented students from across the country and around the world to its programs in media, design, and fine arts. The Faculty includes the Schools of Creative Industries, Journalism, Fashion, Image Arts, Theatre, Graphic Communications Management, Media Production, Radio and Television Arts, Interior Design, and the Department of Professional Communication. An intensive curriculum combines in-depth professional practice with theory and contextual studies, emphasizing experiential learning in and beyond the classroom. Each of the Faculty's programs enjoys a strong reputation and provides much of the new talent for Canada's cultural and communications fields.

To learn more about FCAD, go to www.ryerson.ca/fcad

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*The important thing is this: To be able at
any moment to sacrifice that which we are
for what we could become. ~ Charles
DuBois*