BFA Music Theatre Program
Bylaws
January 29, 2002

I. MISSION

Provide a comprehensive program in the complex area of music theatre that integrates the various performance skills (music, theatre, dance) and production experiences into a high quality professional training program.

II. MUSIC THEATRE PROGRAM COUNCIL

A. Membership. The Music Theatre Council will be composed as follows:

- Voice Area Coordinator or designate (School of Music)
- Voice Area representative (School of Music)
- School of Music At-Large member (elected from the conducting faculty of the School of Music for a three-year term) (School of Music)
- Director of University Theatre (SCDA)
- Theatre, Interpretation, and Dance Area Coordinator (SCDA)
- Theatre, Interpretation, and Dance At-Large member (elected by Theatre, Interpretation, and Dance Area for a three-year term) (SCDA)
- Student member (elected by Music Theatre Council for one year term; must be signed Music Theatre major, non-voting)
- Dean of Communication and Fine Arts (ex-officio, non-voting)

B. Functions. The Music Theatre Council serves as the main academic and planning body for the Music Theatre Program. The Music Theatre Council will:

- Create/revise audition requirements for acceptance into the Program
- Schedule and conduct auditions, select students for admission into the Program, and offer scholarships
- Create/revise scholarship requirements and dollar amounts
- Decide how advising for the Program shall be carried out
- Establish the qualifications of the advisor(s) and recommend to the Dean
- Provide input on the scheduling of courses in the major
- Approve curricular changes in the major (see Curriculum)
- Create/assess the learning objectives of the Program
- Conduct program review when required
- Devise and implement a system of enrollment management in consultation with the School of Music and SCDA
- Set targets and project resource needs for 3-5 year intervals
• Advise and give consent to Council Chair in the performance of his/her responsibilities as determined by Council and indicated by the by-laws
• Provide input into the musical selection as per the MT Council Minutes of April 19, 2000

III. MUSIC THEATRE COUNCIL CHAIR

The Chair of the council will be elected by the council members for a threeway term, and is eligible for re-election at the end of the term. The Chair must be a faculty member and a member of the Council. The Chair will report to the Dean of the College of Communication and Fine Arts. The role of the Chair is to:

• Serve as a voting member of the Council
• Collaborate with the Council in determining the goals and growth of the Program
• Work to fulfill the Mission of the Program

Duties of the Chair of the Council include:

• Convening/chairing meetings of the Music Theatre Council, provide an agenda to council members and publish the minutes
• Supervising assessment activities and program review, and submitting the annual assessment report to appropriate bodies
• Managing budget or funding allocations/resources
• Serving as a liaison for the program on-and-off campus
• Supervising/coordinating auditions for acceptance into the program
• Representing Music Theatre on appropriate university committees and at appropriate meetings
• Coordinating public relations and publicity
• Promoting the objectives of the Program by:

  - working with Council to develop and implement long-term goals
  - engaging in fund raising activities for the Program
  - expanding the offerings of the Program

IV. CURRICULUM

All changes to the Music Theatre and changes of the Music Theatre Council Bylaws must be approved by the Music Theatre Council, the appropriate curricular bodies as stated in the School of Music bylaws, and the Theatre, Interpretation, and Dance Area before being sent on to the CCFA Curriculum Committee and the Undergraduate Curriculum Committee.