The James Madison University School of Theatre and Dance (STAD) is making preparations for students to return for the fall semester. Our primary concern is the health and safety of our students, faculty, and staff. Because of the variety of educational settings there is no one-size fits all solution for teaching in the STAD. Certain activities associated with studying the performing arts, like acting voice work, physical contact in acting/movement/dance, the sharing equipment in shops and studios, and singing increase the conditions conducive to the spread of Covid-19. The decisions outlined here have been guided by federal and state government guidelines as well as best practices in each specific discipline. This document will be updated as more information becomes available and as federal and state guidance changes.

Masks must be worn in all Forbes Center spaces. Faculty and staff may remove their mask when in their office alone with the door shut. Students may be allowed to remove their mask when alone in a classroom participating in sanctioned class activity (ie. singing) The STAD has also secured face shields for faculty, staff and students in the STAD which can be be worn in addition to masks when 6-feet of physical distancing may not be possible. Faculty & Staff will find their JMU provided face shields in their mailboxes. Students will receive face shields in their STAD classes over the first week of classes. Each student in STAD will be provided with one face shield that will be used in multiple STAD classes. Students should wear masks, and bring STAD provided face shields to all STAD classes.

Modes of Instruction
In order to allow for appropriate physical distancing in the classrooms, shops, and studio spaces the majority of classes in the STAD will be taught in a hybrid mode this fall. A few classes are currently scheduled to meet 100% face-to-face, and a few are currently scheduled to meet 100% online. The mode of instruction can be seen on your class schedule on mymadison in the “delivery mode” box.

How the hybrid course meeting schedule is managed between face-to-face and online interactions will vary depending on the best pedagogical practices and needs of the course, and will be communicated to you by your STAD course instructors before the start of the semester.

Instructional notes can be found in mymadison by clicking on the section number on your class schedule. Descriptions in the notes include:

“The course will be broken into modules. Students will attend alternating in person and online modules on a regular rotating basis throughout the semester.”

“Students are divided into subgroups and attend alternating face-to-face and remote classes on a schedule set by their instructor.”

The STAD classroom and studio spaces have been equipped with video cameras that will allow instructors the opportunity to stream what is going on inside the classroom to students participating remotely. Faculty may also be recording material to be watched ahead of time, with the in-class sessions
focusing on discussion and hands on learning. These are just a few of the modes of instruction that will be used in hybrid classes this fall.

All instruction referenced in this document are in compliance with the JMU Return to Campus Plan on the Stop the Spread: Reopening Guidelines for Fall 2020 website, and some require additional steps to ensure the health and safety of JMU STAD students and faculty. It is important for students, faculty, and staff to follow all self-screening protocols before coming to campus (JMU Return to Campus B.1). All instructors are prepared to move to online synchronous instruction if the situation arises. Questions related to JMU’s COVID Precautions and Policies can be directed to covid19@jmu.edu. A COVID-19 Dashboard has been added to the JMU Stop the Spread webpage, tracking cases. Questions related to STAD COVID operations can be directed to Kate Arecchi, Interim School Director of the JMU School of Theatre and Dance at arecchkm@jmu.edu.

Fall 2020 Production and Performances
All ticketed performances, previously scheduled within the Forbes Center for fall 2020 have been cancelled. However, faculty are investigating and exploring creative possibilities to integrate performance and production opportunities connected to the curriculum. We believe that this fall will offer students robust opportunities to continue their development and skills as artists through focusing on the process, connecting across the curriculum, and sharing the processes and creative outcomes with a wider audience through virtual performances, showings, technical and design installations, etc... that may take the place of traditional, live audience attended events. This could include a combination of live-streamed, site-specific, outdoor and/or online recordings that can be shared with an audience. Within the Dance Program these will occur within the credited dance ensemble courses and dance composition classes. Within the Theatre and Musical Theatre Programs these may occur within one specific course, or involve collaborations between multiple courses during the semester.

The scheduled fall productions of Landscape of a Fact and Bellwether in the Experimental Theatre will move to the spring 2021 semester. Hurricane Diane is connected to an Honors Thesis project and will have a modified process in the fall in order to support the curricular needs of the Honors Thesis project. We are also considering the feasibility of additional production and performance opportunities across all three majors outside of those connected directly to the curriculum.

Currently, no decision has been made about spring 2021 production and performances. During the fall semester we will be monitoring federal and state government guidelines, working with the Forbes Center, and having discussions with students, faculty, and staff about the ways that production and performances may be able to occur in the spring 2021 semester.

Classroom Spaces and Hallways
When looking at your schedule you may notice some of your classes are in different locations in the Forbes Center than you expected. In order to be better able to maintain physical distancing, while maximizing the number of students who may be face-to-face in class at a given time we have moved classes that were scheduled to be in smaller classroom spaces (or the Wayland Hall space) into larger rooms in the Forbes Center. We are utilizing the Studio Theatre (Forbes 1223) and Mainstage (Forbes 1250) as classroom spaces to help achieve this goal.

Hallways are designated either as single direction traffic lanes or multi-direction traffic lanes where there is room for more physical distance. Signage is posted indicating Physical Distancing Guidelines in
the hallways, classroom, shops, and studio spaces. Attached to this document is the Forbes Center Directional Map. Stanchions and signage will be placed and visible throughout the Forbes Center. Please note the following hallways in the Estes side of the Forbes Center are designated as single directional:

- **First Floor**
  - Hallway between the Studio Theatre and the Studio Theatre Dressing Rooms
  - Hallway between the Mainstage Dressing Rooms and the locker wall
  - Hallway between the back door of the Studio Theatre and the Scene Shop (this hallway splits in two different directions at the end of the hallway between the Studio Theatre and the Studio Theatre Dressing Rooms)

Please Note: in a previous version of this document the Hallway between the EJM Dance Studio side door and the Scene Shop, and the Hallway between the EJM Dance Studio back door and rooms 1298/1299 were marked as single directional. They are now multi-directional. We still encourage students going to classes in 1270, 1298, and 1299 to use the door at the end of the dance wing hallway (next to 1299) to enter the building for class.

- **Second Floor**
  - Faculty Office Hallway
  - Hallway between the Sound Shop and 2240/Costume Storage/Prop Storage
  - Hallway behind the Studio Theatre

When a Classroom Space has two doors one has been designated as the “in-door” and one as the “out-door” whenever possible.

- **1201** – The door closest to the Studio Theatre Lobby is the designated “in-door” and Mainstage Lobby is the designated “out-door”
- **1220** – The door closest to the Studio Theatre Lobby is the designated “in-door” and the door closest to the Mainstage Lobby is the designated “out-door”
- **1223 (Studio Theatre)** – The back door of the Studio Theatre (the door with JAC Card access) is the designated “in-door” and the front door of the Studio Theatre (the silver doors into the Studio Theatre Lobby) is the designated “out-door”
- **1250 (Mainstage Theatre)** – The back door of the Mainstage Theatre (the door with JAC Card access back stage left) is the designated “in-door” and the back stage right door is the designated “out-door” (Please do not enter or exit through the front of house doors from the Mainstage Lobby)
- **1270 (EJM Dance Theatre)** -- The side door of the EJM Dance Theatre is the “in-door” and the back door and front door of the EJM Dance Theatre are the “out-doors”
- **1298/1299** – The doors closest to the dance hallway entrance doors are the designated “in-doors” and the doors closest to the vending machines are the designated “out-doors”

Please try to follow the single direction hallways and in and out doors as much as possible. When not possible, please maintain 6-feet of physical distance between you and others when you can.

Please avoid lingering in the hallways and class spaces before and after classes.

**Study Spaces** -- We have set up spaces in the Estes Wing of the Forbes Center where students can study during the day. They are:
• **Studio Theatre Lobby** -- There are seats for five students to be in this space following physical distancing guidelines with one person per table.

• **Room 2234 (Seminar Room)** – There are seats for fourteen students to be in this space following physical distancing guidelines, with two people per table seated 6-feet apart. There may be times that this space is occasionally reserved for class use. It will be posted on the door when the room is unavailable.

• **Room 1201** – There are seats for seventeen students to be in the space following physical distancing guidelines. Generally, room 1201 is available MWF 9:00am – 11:00am and TTH 1:15PM – 4:00PM.

These spaces are first come first served. Remember that you must be wearing a mask when in these spaces. Please make sure to have headphones with you in case you need to have your computer sound turned on.

The regular **Space Sign-out Procedures** used during the academic year are suspended for fall 2020. **Students in certain classes will have limited access to studios and spaces outside of the regularly scheduled class time. These will be managed by the instructor of the class, and the instructor will communicate the times and sign-out protocol to their students. Any additional space access request should be emailed to School Director, Kate Areccchi at areccchkm@jmu.edu for consideration.**

**Lockers and Locker Rooms**

There will not be access to lockers in the STAD Estes wing of the Forbes Center this semester. This includes the “locker hallway” and the lockers in the locker rooms. All lockers in the locker hallway and the locker rooms will be secured and inaccessible. Returning students who left belongings in lockers when JMU moved to remote learning in the spring 2020 semester will be able to pick up the belongings they left in their lockers last semester at the start of the fall 2020 semester. **The items in bags with the locker # that they came from on the bag. If you come by the STAD main office suite (room 2211) M–F between 9am – 5PM someone should be able to assist you in retrieving your belongings. An email will be sent to students with further details.**

The locker rooms in the dance wing of the Forbes Center will have limited capacity in the fall 2020 semester. The capacity will be posted on the doors of the rooms, and are set to physical distancing guidelines.

**Water Fountains**

Please do not drink directly from the water fountain. They are to be used to fill water bottles only.

**Green Room Access**

The Green Rooms adjacent to the Mainstage and in the dance studio wing of the Forbes Center will be locked and inaccessible for the fall 2020 semester.

**STAD Lisanby Library Access**

In order to protect student workers and practicum students who need to have access to the Lisanby Library to do their work, the space is inaccessible to other students for the fall 2020 semester.
**Practicums**

THEA 204/304 Scenery, THEA 205/305 Lighting, THEA 206/306 Costume Practicums will all occur in person the fall 2020 semester. In each practicum students will be working on a series of hands on projects, including stock projects. In order to maintain physical distancing during practicums the number of students present at any one time will be tightly controlled, and in some instances, the amount of equipment in the shop or stage space may be reduced. Please contact Brian Smallwood (THEA 204/304) at smallwbx@jmu.edu, Steven Spera (THEA 205/305) at sperasp@jmu.edu, or Kathleen Conery (THEA 206/306) at coneryka@jmu.edu with practicum questions.

THEA 207/THEA 307 Management Practicum will occur either in person, online, or hybrid during the fall 2020 semester. This will be determined by the nature of the work needed to complete the practicum. If you are interested in a management practicum for the fall 2020 semester, or have any questions, please contact Erin Vasta at vastaex@jmu.edu.

THEA 208/308 Performance Practicum – the STAD is still in conversation about whether or not Performance Practicum credit will be available in the fall 2020 semester.

**Dance Courses**

All students must wash hands/use hand sanitizer before entry and after exit of the space.

Students enrolled in Dance Technique/Lab Courses will be required to maintain at least 10-feet of distance and wear masks. Faculty of dance technique courses will follow a hybrid model of instruction. Students will be divided into subgroups and attend alternating face-to-face and online classes on a schedule set by the instructor so that safe social distancing is maintained.

Students enrolled in Dance Lecture Courses will be required to maintain at least 6-feet of distance and wear masks. Students should wipe down all used surfaces with provided cleaning materials before and after class. The majority of these courses will utilize a hybrid method of instruction with DANC 449 delivered in an online format. Hybrid classes will alternate between in-person and online instruction on a weekly basis to allow for smaller class sizes so that safe social distancing is maintained.

Any courses that have field work related to Teacher Licensure in K-12 or community settings will follow best practices as outlined by the cooperating school district.

**Design and Technology Classroom Spaces**

All students must wash hands/use hand sanitizer before entry and after exit of the space. Masks must be worn in the spaces at all times.

Room 1207-Light lab -- Any use of this room is limited to 1 person at a time. Students must sign up, in advance, via email with Emily Becher-McKeever. Slots are limited to 30-minutes. Please do not bring anything beyond what is critical for your work in the light lab. All students must bring their own tools, tools will not be provided beyond a ladder. Wipe down your desk with provided cleaning products to thoroughly clean all surfaces touched, including light board, computer keyboard and mouse, ladder, instruments, Ms. Middle Age, tables, etc.

Room 1209 – Design Lab -- All students will enter the design lab with appropriate physical distancing of 6-feet, and the desks will be arranged with 6-feet of physical distancing between them. Students will proceed directly to their assigned seat and deposit backpacks and materials underneath. Wipe down
your desk with provided cleaning products at the beginning and end of class. **Any materials needed for class must be brought with you and taken away each class.** Students may not leave items in the classroom. Any item left in the classroom will be thrown away upon end of class period. If students need drawing supplies, etc, those supplies must be brought in and taken away. Upon end of class, students will be dismissed by row. Please wait until you are dismissed to leave your station.

There will be no outside usage of this classroom beyond your scheduled class time. No student JAC access will be permitted.

**Room 1215 -- Costume Shop** -- All students will enter the Costume Shop with appropriate physical distancing of 6-feet. Please place all bulky belongings (backpack, coats, etc.) on/by door hooks. Please stay 6-feet away from all other persons. Hand sewing spaces will be marked and machines set at appropriate distances. Please do not adjust spacing! Wipe down all tools and sewing machines you will use with provided cleaning products at the beginning and end of use. If close demonstration is necessary, the instructors (faculty, staff, and student employees) will wear face shields in addition to masks. Instructors will wash hands or use hand sanitizer before and after demonstration. Upon completion of class, wipe down used tools and space surfaces with provided cleaning materials. Place some tools such as needles and scissors in appropriate cleaning container. Exit the shop with appropriate physical distancing of 6-feet. **Additional detailed instructions and procedures will be provided for practicum students, as well as dye room, laundry room, and fitting room usage.**

**Room 1231 -- Scene Shop** -- Please place all bulky belongings (backpack, coats, etc.) on the table inside the loading door. Please stay 6’ away from all other persons when entering. Consult with the Technical Director or Scene Shop Supervisor regarding instructions for projects, including completion steps and required tools. Please attempt to grab all tools from the tool room in one trip. A maximum of one student is permitted in the tool room, paint room, and spray booth at a time. A maximum of two students are permitted in the pipe room at one time. Maintain as much distance as possible between yourself and others in the vicinity. Some common usage tools, such as the table saw, compound miter saws, and CNC control area will be taped out to establish a 6-foot clearance zone. Please be mindful of this boundary when others are working.

If close demonstration is necessary, the instructors (faculty, staff, and student employees) will wear face shields in addition to masks. Instructors will wash hands or use hand sanitizer before and after demonstration. Upon completion of class, wipe down used tools and space surfaces with provided cleaning materials. Place some tools such as wrenches, sockets, and screwdrivers in appropriate cleaning container. Exit the shop with appropriate physical distancing of 6-feet. **Additional detailed instructions and procedures will be provided for practicum students.**

**Room 1237 -- Lighting Shop** -- Place all bulky belongings (backpack, coats, etc.) on table next to the Lighting Shop. Report to either the Lighting Supervisor or an available Shop Employee. Receive instructions for project, steps and tools needed. Maintain as much distance as possible between yourself and others in the vicinity. Keep to marked spaces as much as possible. Gather all tools necessary for working on your project, please wipe down with provided cleaning supplies before and after use. If close demonstration is necessary, the instructors (faculty, staff, and student employees) will wear face shields in addition to masks. Instructors will wash hands or use hand sanitizer before and after demonstration. 10-minutes before the end of your time slot report progress made to Lighting Supervisor.
As directed, clean-up projects and tools. Wipe down used tools and space surfaces with provided cleaning supplies. Place some tools in appropriate cleaning container. Additional detailed instructions and procedures will be provided for practicum students by the instructor.

**Room 3334 -- Sound Shop** -- We are still in conversations, and are in dialog with other organizations about best safety and equipment practices and how they may be implemented in our facilities.

**Performance-Based Theatre and Musical Theatre Courses**
All students must wash hands/use hand sanitizer before entry and after exit of the space. Masks must be worn in the spaces at all times.

Students enrolled in Performance Based Theatre and Musical Theatre Courses will be required when performing to maintain at least 10-feet of physical distance from others performing with them, and from any observers in the class. Observers in the class will be required to maintain at least 6-feet of physical distance from the other observers in the class. 6-feet of physical distance will also be required between classmates on discussion days where no one in the class is performing. Faculty of most performance-based courses will follow a hybrid model of instruction. How the hybrid course-meeting schedule is managed between face-to-face and online interactions will vary depending on the best pedagogical practices and needs of the class.

*A note about Singing and Vocal Training Work (ie. Linklater, Fitzmaurice, etc...)* -- In terms of singing and vocal training work, the serious health issues and levels of transmission of Covid-19 have been well-documented. The formula for infection (amount of virus, projection of airflow into the environment, and duration of exposure) is significantly heightened while singing and participating in vocal training work. Further, although wearing facemasks is an essential safeguard against transmission, it is highly difficult to sing, complete vocal training exercises, or model vocal technique while wearing one. For these reasons singing connected to musical theatre performance classes and vocal training work connected to acting classes will most likely happen in an online space. We are exploring options that will allow for the highest level of real time interaction and coaching in an online space.

**Seminar-Based Theatre and Musical Theatre Courses**
All students must wash hands/use hand sanitizer before entry and after exit of the space. Masks must be worn in the spaces at all times.

Students enrolled in Seminar-Based Theatre and Musical Theatre Courses will be required to maintain at least 6-feet of distance and wear masks. Students should wipe down all used surfaces with provided cleaning materials before and after class. The majority of these courses will utilize a hybrid method of instruction with some meeting 100% face-to-face, and some in a 100% online format (synchronous and/or asynchronous). How the hybrid course-meeting schedule is managed between face-to-face and online interactions (as well as synchronous or asynchronous meetings in 100% online courses) will vary depending on the best pedagogical practices and needs of the class.

Any courses that have field work related to Teacher Licensure in K-12 schools or community settings will follow best practices as outlined by the cooperating school district.
Level 1

FORBES CENTER
FOR THE PERFORMING ARTS
AT JAMES MADISON UNIVERSITY

GREEN OPTION

1298 1299
Scene Shop
1209 1211
Mainstage Theatre
1201
Studio Theatre
EJM Dance Studio
1270
Costume Shop
1209
Dance Studio
EJM
1115
1118
1120
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