



## **Course Syllabus: THEA 4373**

Fain College of Fine Arts  
THEA 4373 Section 201  
Spring 2026

### **Contact Information**

Instructor: Elizabeth J. Lewandowski

Office: Enter office #FFA B 204

Office hours: TBA

Office phone: (940) 397-4392

Cell Phone: 940-901-0479

E-mail: [elizabeth.lewandowski@msutexas.edu](mailto:elizabeth.lewandowski@msutexas.edu)

### **Course Description**

Advanced design of costumes for stage, including the creation of a digital portfolio

### **Course Goals**

**To develop an understanding and application of script analysis.** *TLO 2: Employability; Ged Ed LO 2: Literacy (Reading)*

**To experience the application of the art of costume design.** *TLO 2: Employability; TLO 3: Theoretical/Conceptual Knowledge & application*

**To develop advanced skills in the art of costume design.** *TLO 2: Employability; TLO 3: Theoretical/Conceptual Knowledge & Application; Gen Ed LO: Critical Thinking*

**To design costumes in a variety of periods and concepts.** *TLO 1: Knowledge of Development of Theatre; Gen Ed LO: Critical Thinking*

**To learn the importance of artistic integrity.** *TLO 4: Professionalism*

### **Student Handbook**

Refer to: [Student Handbook](#)

### **Textbook and Instructional Materials**

The Magic Garment third edition by Rebecca Cunningham

Playscripts will be posted to D2L

Pad of newsprint or cheap drawing paper

Pad of 9x12 tracing paper

Drawing pencils (not mechanical pencils)  
Round watercolor brush (size 8 or 10, no cheapie ones)  
Set of watercolors  
Prismacolor pencil set (minimum 12 – be sure you get the soft core pencils)  
Additional rendering materials of your choice.

### **Academic Misconduct Policy & Procedures**

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.  
[Office of Student Conduct](#)

### **Moffett Library**

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

### **Grading**

*Table 1: Points allocated to each assignment*

Assignments	Points
Participation	140
Quizzes	100
Chapter Questions	100
Color assignment	50
Elements of Design Project	50
First design project	100
Paperwork – 20	
Daily Progress – 10	
Sketches – 15	
Design – 30	
Presentation - 25	

Assignments	Points
Second design project Paperwork – 15 Daily progress – 20 Research – 30 Renderings – 70 Presentation - 25	160
Third design project Paperwork – 15 Daily progress – 20 Sketches – 50 Renderings – 100 Presentation – 25	
Website & presentation	100
Total Points	1000

*Table 2: Total points for final grade.*

Grade	Points
A	900
B	800 to 899
C	700 to 799
D	600 to 699
F	Less than 600

## **Homework**

The following schedule will be used to turn in each step of a project. Additional internal deadlines on projects may be given at the discretion of the professor.

Chapter questions – due as listed on the class schedule

Projects – due as listed on the class schedule

Costume plot & character development analysis – due the day the play is discussed in class.

## **Quizzes**

Quizzes will be posted on D2L. Students will have the opportunity to retake the quiz as many times as desired during the 48 hours that the quizzes are available. Pop quizzes may be given in class. Quizzes may not be made up if missed.

## **Exams**

There are no exams in this class. During the final exam period, students will present their final design projects.

## **Projects Required**

Projects will be discussed in class and a handout made available with details of each project.

## **Extra Credit**

The professor does not offer extra credit.

## **Late Work**

Late work will be accepted with the understanding that, once the work is graded, one letter grade will be removed for each day late.

## **Important Dates**

- Last day for term schedule changes: **January 23, 2026**
- Deadline to file for graduation: February 16, 2026
- Last Day to drop with a grade of "W": April 29, 2026
- Refer to: [Drops, Withdrawals & Void](#)

## **Desire-to-Learn (D2L)**

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

## **Attendance**

You are expected to attend all classes. Since lectures expand on assignments, missing class means missing important information. This class is, by its nature, participatory. Missing class means missing the chance to participate in your own education and that of others in the class. If you need to miss class for any reason, you must notify the professor in writing (email or text) prior to the start of class. Failure to do so will result in a participation grade of 0 for that day. If your absence is a university sanctioned absence, your work is due prior to the absence.

## **Online Computer Requirements**

This class uses D2L. It is your responsibility to have (or have access to) a working computer for this class. **\*Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit**

**assignments, tests, or discussion postings.** Computers are available on campus in various areas of the buildings as well as the Academic Success Center. **\*Your computer being down is not an excuse for missing a deadline!!**

There are many places to access your class! Our online classes can be accessed from any computer in the world which is connected to the internet. Contact your instructor immediately upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

### **Instructor Class Policies**

Students are expected to come prepared for class. Whether we are drawing, doing research or discussing the textbook, progress should be made between classes. Failure to make progress out of class will prevent success in the class. I have zero tolerance for plagiarism. Plagiarism, the presentation of another's thoughts/work as one's own, is one of the most serious offenses possible in higher education and the arts. Don't do it. This includes the use of AI. Expect there to be serious consequences to plagiarism.

Cell phone use in class is prohibited unless instructed by the professor to use your phone.

In this class, we will read, discuss and respond to a variety of scripts. It is the hope of the professor that each student will carefully consider the playscript before discussing said material in class. In a university environment, an environment in which all are encouraged to grow and develop to their ultimate potential, it is not beneficial to make comments that are derogatory to an individual or groups of people. Period.

To succeed in this class: 1) Do your reading assignments on or before the in-class discussion. Some days you will read a lot, some none. Stay on top of it as the professor will not repeat what is in the text. Be realistic about how long it takes you to read and comprehend material. Some people take longer than others. Some people need to read the material several times. If the professor suspects that assigned readings are not being completed, pop quizzes will be given in class. 2) Stay on top of your assignments, drawing of otherwise. Most days you will have some assignment. The professor will be checking daily to ensure that you are doing the work.

### **Change of Schedule**

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

## **Refund and Repayment Policy**

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. **HOWEVER**, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

## **Services for Students with Disabilities**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

## **College Policies**

### Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

### Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

### Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

### Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

### **Active Shooter**

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUREady – Active Shooter](#). Students are encouraged to watch the video entitled *“Run. Hide. Fight.”* which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

### **Grade Appeal Process**

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

**\*Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.