**FORM AF**

**ANNUAL REPORT OF TEACHING FACULTY**

Faculty Name: Jessica López-Barkl

Academic Division: Liberal Arts and Humanities

Date: 5/28/17

Please list and describe your activities and accomplishments in as many of the following areas as are appropriate. Attach any applicable documents you wish to include.

1. **Teaching Effectiveness**

*List and describe your specific activities to address the following: Success in securing optimum progress on the part of students, resourcefulness, the ability to vary classroom procedure in order to stimulate the interest and the intellectual curiosity of students, the ability to inspire students to think for themselves, and a genuine and contagious interest in the subjects you teach.*

* Rubrics for most assignments on Blackboard and Brightspace (visible to students).
* Learning Outcomes for class and General Education requirements added to all assignments on Blackboard (visible to students) – for most classes (the new classes this year did not have these added because we didn’t have a Blackboard Administrator in place for the entire school year, and we were told we were going to get rid of Blackboard). These learning outcomes did upload into Brightspace and are currently not there. I have made our Brightspace Administrator aware.
* Continued to work on the National Communications Association rubric for speeches with Dr. Paul Reifenheiser and Dr. Lynne Crockett, and piloted other Speech instructors using the rubric in Blackboard for the Persuasive speech in Spring 2017 semester, a successful norming of the rubric was facilitated by Dr. Lynne Crockett in Spring 2017, and the Gen Ed 10 assessment was completed by the Speech Instructors.
* Created and taught a Methods of Elementary Theater Education class for Fall 2016, to very good reviews. This class will continue in Fall 2017, with an adjunct professor.
* Developed a Summer Session and Winter Intersession version of the on-line speech course, and continue to teach it. A Brightspace version is being piloted in Summer 2017.
* The Intercultural Communications class ran in Fall 2016, to good reviews. It is also ready to be taught in Fall 2017. It was created in Fall 2015, that did not run, but the LMS shell is ready to go, and it is (also) ready to be taught on-line.
* Helped with the hiring of adjunct professors for Acting I, Acting II, Musical Theater, and Classical Acting. This allowed the program to grow and for the students to experience other perspectives in theater.
* Taught and developed the new classes of Theater History II, Physical Theater I and II, Voice and Diction I and II. All of these classes also have intricate LMS shells that could be available for on-line teaching.
* Launched in our Fall 2016 Repertory offerings the ability to run sound, lights, and projections from the video and sound packages of QLab on the ETC Ion Lighting board.
* Researched learning opportunities/professional development opportunities in rigging, lighting, and sound; to streamline communication and work force readiness for our students and staff in the theater. In addition to hiring a new theater technician for the theater, a professional in her field.
* Developed a version of Fundamentals of Speech that can be taught at Sullivan County Correctional Facility. It will be taught there in Summer 2017.
* Participated in many Welcome Back and Recruiting activities, including Augusto Boal Forum Theater Sessions on Title IV, for both Fall 2016 (August 27, 2016) and Spring 2017 (January 24, 2017) semesters.
* Provided private acting and music coaching made available on weekends.
* Recruited and hired professional musicians for the fall and spring musical productions.
* Maintained the Performing Arts Club all year with two trips to NYC to see professional work on Broadway.
* Provided extra-curricular activities with Karaoke and Improv Nights on many Fridays throughout the school year.
* Had professional development seminars for Sound in Fall and Spring Semesters to fix the sound in the Seelig Theatre.
* Internships and work opportunities made available to students, with e-mail blasts to the Performing Arts Club network.
* Created a theater program track, that has 3 articulation agreements, and 10 more on the way.
* Had information/experiential learning sessions during every Performing Arts Club Meeting, which included, but was not limited to: sound, lighting, dance, singing, auditioning, portfolio building, transfer workshops for performing arts programs, projections, and stage combat.
* LOS VALIENTES was performed on the SUNY Sullivan campus on October 25, 2016, a professional one-man show with two professional musicians about the Latinx experience.
* Play readings at the end of Spring semester to work on cold-reading skills.
* Continued to organize and streamline the theater with my work-study students. This provides work experiences and a professional-looking theater for our students to work within.
* Maintained my own professional development throughout the year by training in acting/singing every Friday, learned how to walk on stilts for as many Mondays, as I could attend, and had small ensemble singing sessions on Saturdays.
* Continued my work with NACL’s Diversity on September 26, 2016, and took my Methods of Theater Education class to the workshop in Liberty, NY, in October 2016.
* Continued our relationship with Bethel Woods’ Performing Arts Department, inorder to, hopefully, create job opportunities for our students as Teaching Artists. I have been involved with their newest endeavor of their Main Street Liberty project to involve teens more in the program and to support the engagement of downtown Liberty.
* I continued my involvement with the Kennedy Center, all productions were adjudicated by colleagues from the region. I adjudicated one production at SUNY Oneonta on March 26, 2017, and helped judge the initial rounds of the Irene Ryan Scholarship Regional Competition on February 1, 2017. 10 students were able to attend the Region 1 Festival and competed in acting and technical elements.
* I took 2 students with me to perform in a protest for Earth Day on stilts and walked on stilts in the Protest March, in Ithaca, NY, on March 29, 2017.

1. **Advising Students and Mentoring**

*Describe your process in assisting advisees with creating their schedules.*

* I e-mail the students and let them know to set up an appointment with me on Registration Day, three weeks out from registration day. I send reminders every week, until that point. The day of I help them decide what classes they want to take and how to keep them on-track to graduate. If a student does not come, I hound them until they do show up for registration. After Fall semester, I had all of my advisees signed up for classes before break. As of right now, I only have two students, that are planning to return, who have not signed up for classes, due to a registration hold on academics and finances.

*Provide examples of how you have developed a rapport with your advisees this past year.*

* I send my advisees updates on their grades at 3rd, 5th, and Midterm. I let them know that they are doing well, or that they need to set up a meeting with me to go over what they can do to improve. I have walked advisees up to the Learning Center to sign them up for tutoring, when necessary. I offer an open door policy for meetings and free coffee. I know all of my advisees and have a great working relationship with all of them.

*What efforts did you make to reach out to your advisees prior to and after Registration Day?*

* As stated in the first bullet point: I e-mail the students and let them know to set up an appointment with me on Registration Day, three weeks out from registration day. I send reminders every week, until that point. The day of I help them decide what classes they want to take and how to keep them on-track to graduate. If a student does not come, I hound them until they do show up for registration. After Fall semester, I had all of my advisees signed up for classes before break. As of right now, I only have two students, that are planning on returning, who have not signed up for classes, due to a registration hold on academics and finances.

*Please add additional information or data to support your successful activities as an advisor.*

* I try to go to any and all activities they inform me about that they are involved in, and I make a point to say “hello” to them every time I see them in the halls.

*Please list any formal mentoring work done outside of a class and outside of advising*

* I have for the past three semesters been a mentor from 1-3 students on Financial Probation. Of the six that I have dealt with I have succeeded in getting four out of financial probation. I meet with them weekly and I discuss their life, in addition to their schoolwork. I find that it is their life that is, usually, the problem with their academics. One student was particularly successful this year because we changed his major, and he was much happier in that major.
* I had many students that were transferring to other colleges this semester, and I was a major thorn in their side to get their paperwork in, and helping them navigate Transfer with Klu Padu.
* I coached Iris Gillingham on her speech that she was giving in Houston, TX, for the Earth Guardians, on March 14, 2017.

1. **Continued Specialization in your Field**

*List and describe your specific professional development activities during this reporting period. You may include the following: Increased command of one’s special field through graduate study, independent study, creative work, conferences, research, publication, workshops, webinars, attainment of professional degrees, mentoring of professionals, consulting, travel and related experience.*

* I participated in a 4-week physical theater intensive in June 2016, led by co-Artistic Director of NACL Theatre, Brad Krumholz.
* Participated in stilting/juggling events for the 4th of July weekend at Morningside Park, July 2016, and the Hispanic Heritage Festival on July 17, 2016.
* I was in COURAGE! ensemble created by NACL Theatre, directed by Tannis Kowalchuck, at Apple Pond Farm in July 2016.
* I was a performer who was recorded for the COURAGE original music on August 29, 2016, at a Roscoe recording studio.
* I was in the SPIRITS OF LAKEWOOD HOUSE at NACL Theatre, an immersive haunted house production in October 8-9, 2016.
* I performed on stilts at the Scranton, PA, Fringe Theater festival in October 1, 2016.
* I performed on stilts and sang at the Scranton, PA, Iron Furnaces Bonfire Festival in October 15, 2016.
* I was in the Trout Parade, as a performer/musician, in Livingston Manor, NY – June 11, 2016.
* I saw TO KILL A MOCKINGBIRD and WILLY WONKA AND THE CHOCOLATE FACTORY at the Forestburgh Playhouse Theatre Season this year.
* I saw every production, except two, of the NACL Theatre Season this year.
* I volunteered for Front-of-House at NACL Theatre.
* I have been an active member of the NACL professional artists this year; participating in actor training every Friday, many Mondays, and many Saturdays. Professional Development includes: physical theater training, ensemble and multicultural singing, and stilt walking/circus skills.
* I was an singer/stilter in Dickens on the Delaware, in Callicoon, NY, on December 10, 2016, raising money for Syrian Refugess.
* I participated in all of the Faculty Development Days this year.
* Performed in our World AIDS Day event at the Seelig Theatre, that helped raise money for the World AIDS Day Foundation.
* Helped with the Walk for a Cure on the NF Day, with the Performing Arts Club.
* I have maintained my relationship with the Kennedy Center American College Theater Festival. I responded to one production at SUNY Oneonta, on March 26, 2017, and participated in 8 workshops at the Region 1 festival, where I took professional development classes in dance, puppetry, lighting, physical theater, acting, costuming, and voice/diction.
* Viewed PASSING STRANGE, on February 2, 2017, created by LaGuardia Community College, with the 10 students that attended the KCACTF Region 1 Festival. We also saw the playwright/composer, Stew, in his Keynote Address Speech, at the beginning of the Festival in January 31, 2017.
* I taught 5 classes at the New York State Theater Education Association for college theater programs at the Villa Roma January 6-8. 4 classes were dialects to many New York State high schools and 1 class on physical theater. I (also) participated in the College Fair.
* Was an actor in our annual VDay events, performing February 23-24, 2017.
* Participated in a Diversity Workshops in September 2016 and October 2016, facilitated by hip-hop theater artist Sarita Covington and historian Janus Adams. This was a co-production with NACL Theatre and Bethel Woods Center for the Arts.
* I was the director, choreographer, dramaturg, projections and sound designer for MARSHALL COUNTY LINE, a world-premiere jam-band musical.
* Participated in the SUNY Sullivan Reading Series from May 4-16.
* Ran Improv and Karaoke during the Help for Hunger weekend.
* Was a Committee Member that helped choose the new LMS in January 2017, and helped with the piloting of the new LMS in May, June, July, and August of 2017.
* Performed in a protest for Earth Day on stilts and walked on stilts in the Protest March, in Ithaca, NY, on March 29, 2017.
* Helped with the Sound upgrade in the Seelig Theatre, where I learned to solder sound connections and to pull cable through conduit.
* Participated in a Master Class on Acrobatics on May 29, 2017, with Lava Theater Company.

1. **Continued Specialization in the Scholarship of Teaching**

*List and describe your specific professional development activities during this reporting period. You may include the following: Increased command of one’s special field through graduate study, independent study, creative work, conferences, research, publication, workshops, webinars, attainment of professional degrees, mentoring of professionals, consulting, travel and related experience.*

* LOS VALIENTES was performed on the SUNY Sullivan campus on October 25, 2016, a professional one-man show with two professional musicians about the Latinx experience.
* Had one work-study student in Fall 2016 semester that worked 8 hours/week, and three work study students Spring 2017 semester at 8 hours/week.
* I am the advisor of the Performing Arts Club.
* We held 12 Karaoke/Improv/Open Mic Friday Nights in the Student Union.
* We went on 6 theater enrichment trips. Two Broadway productions (CHICAGO and SWEAT).
* ASSASSINS by John Weidman, music/lyrics by Stephen Sondheim performed in repertory with TOPDOG/UNDERDOG by Suzan-Lori Parks, in November 2016.
* MARSHALL COUNTY LINE, a world-premiere jam band musical book/music/lyrics by Gabriel Rikard, in April 2017.
* I was a member of the Student Engagement Committee and participated in our many Wednesday “Hump Day” events, in addition to our Convocation and Trick or Treating events. I also spearheaded our annual Dia De Los Muertos event in November 2, 2016, as well as previews of our Fall and Spring Productions, and our a send-off for our Irene Ryan competitors for the Region 1 KCACTF Festival.
* Improv activities during the Welcome Back week in August 2016, highlighting Title IV language. I reprised this role on January 2017.
* Juggling/stilting/stage combat for 5 events: Convocation, First Student Engagement Committee Day in Fall 2016 Semester, the Trick-or-Treating Student Engagement Committee Event, Registration Day, and Kite Day.
* Organized and participated in the World AIDS Day Event on December 1, 2016, open to students and the public. Many students performed music, dance, and theater at that event.
* Coached the 4 Irene Ryan Scholarship finalists for the KCACTF Festival in December 2016 and January 2017 (during Winter break), and chaperoned/organized the entire trip in January 31-February 4, 2017, so that the 10 students could compete and enjoy professional development workshops.
* Organized all of the Seelig Theatre activities and did most of the technical aspects because we did not have a technical assistant until the beginning of April 2017, this included events for Chris DePew, 10+ High School Tours, all Faculty Council Meetings, the MET Opera, Student Activities events (movies, comics, hypnotists, talent show, fashion show), Montreign events, and G-Yamazawa, performance poet on March 8, 2017.
* Held stilting and circus skills workshops by NACL at SUNY Sullivan throughout the Fall and Spring Semesters.
* Was an actor in our annual VDay events, performing February 23-24, 2017.
* Held a reading series from May 5-16, 2017, open to the community to read potential plays for the SUNY Sullivan Theater Program Season. A survey monkey was sent out to the Sullivan Theater community that I’ve compiled (183 members) and the SUNY Sullivan community (students/staff) to vote on the productions.
* Provided Improv and Karaoke activities during the Honors Programs Help the Homeless Event on May 2017, in conjunction with the Performing Arts Club.
* Facilitated capstone performances for the Physical Theater and Voice and Diction classes, open to the public, in December 14, 2016 and May 2017.
* Served late-night breakfast during finals week on May 2017.

1. **Participation and Leadership in Professional Societies***List and describe your work and leadership with professional organizations in your field.*

* I have maintained membership with KCACTF (the Kennedy Center American College Theater Festival): “Started in 1969 by Roger L. Stevens, the Kennedy Center’s founding chairman, the Kennedy Center American College Theater Festival (KCACTF) is a national theater program involving 20,000 students from colleges and universities nationwide annually. For 46 years, the organization has served as a catalyst in improving the quality of college theater in the United States. KCACTF has grown into a network of more than 700 academic institutions throughout the country. The goals of the Kennedy Center American College Theater Festival are: to encourage, recognize, and celebrate the finest and most diverse work produced in university and college theater programs; to provide opportunities for participants to develop their theater skills and insight; and achieve professionalism; to improve the quality of college and university theater in America; to encourage colleges and universities to give distinguished production of new plays, especially those written by students; the classics, revitalized or newly conceived; and experimental works. Through state, regional, and national festivals, KCACTF student and faculty participants celebrate the creative process and share experiences and insights within the community of theater artists. The KCACTF honors excellence of overall production and offers student artist individual recognition through awards and scholarships in playwrighting, acting, dramatic criticism, directing, and design. The KCACTF is a year-round program in eight geographic regions in the United States. Regional activities are coordinated through eight KCACTF regional administrations. With funding and administrative support from the Kennedy Center, the regional administrations coordinate all aspects of the production process on the local and regional level and supervise regional-level KCACTF award, scholarship, and residency programming. The playwrighting chair works with schools that have entered new and student-written plays by providing mentorship in the development of new scripts – assessment specifically designed for a developing play – and by providing information on the numerous playwrighting awards offered. In January and February of each year, regional festivals showcase the finest of each region’s entered productions and offer a wide range of activities, including workshops, symposia, and regional-level scholarship and award programs.”
* I am an active member of NYSTEA (New York State Theatre Education Association): “strong, statewide organization to advocate for Drama/Theatre Education in New York State, NYSTEA promotes and supports theatre education in grades K-12 for the betterment of youth and theatre itself. NYSTEA believes theatre is an essential part of a K-12 education for all students, developing abilities needed for the 21st century such as: Creativity & Innovation; Critical thinking & problem solving; Communication & collaboration; Flexibility & cultural skills; Social responsibility.
* I am an active member of LEAD (Leadership Exchange on Arts and Disability): “In August of 2000, a small group of cultural arts administrators – all of whom were responsible for accessibility at their respective cultural arts organization – gathered at the John F. Kennedy Center for the Performing Arts in Washington D.C. to discuss institutional cultural arts and disability issues. While the level of experience among participants ranged from more than 20 years in the field to less than six months on the job, everyone shared one common goal: the desire to create accessible cultural arts programs that are inclusive of people with disabilities and older adults. That initial group has now grown into a professional network focused on expanding the breadth and scope of accessibility services and programming across the country and around the world. The Leadership Exchange in Arts and Disability (LEAD) network: explores practical methods for implementing accessibility in cultural environments; communicates information about arts and accessibility, and; shares resources and knowledge among professionals in the field of accessibility. LEAD accomplishes its objectives through an annual conference, an active communications network, and resources generated by the LEAD network and maintained by the Kennedy Center.”

1. **Service to Educational Programs and Administrative Work of the College Beyond Job Description**

*List and describe your specific activities during this reporting period beyond job description.*

* I helped develop the Theater Program Track and communicated with other SUNY Theater Programs to achieve articulation agreements with Dr. Paul Reifenheiser.
* I was on the committee that chose our new LMS in January 2017 (during winter break), and I help launch the new LMS in May 2017.
* Met with and coordinated public relations images for the 2016-2017 SUNY Sullivan Theater Season with Tom Ambrosino.
* I attended the Cohort 2 Sullivan County Correctional Facility Graduation on June 22, 2016.
* I participated in the Boot Camp Activities before school in August 2016, with Karaoke on August 16 and August 23, 2016, and January 23, 2017.
* Had work study students every semester that worked between 8-10 hours/week.
* I was the Parliamentarian of Faculty Council for the entire school year, as well as being a member on the Student Engagement Committee.
* Stilting/Juggling/Stage Combat for many Student Engagement and Recruiting activities.
* I monitored the MET Operas for most of Fall and Spring semesters, as well as, all of the Seelig Theatre events for both semesters, including, but not limited to, the technical needs, and the maintenance needs for High School tours, Faculty Council Meetings, Montreign Events, etc.
* I fulfilled all the technical needs for most of the Student Activities events, including, but not limited to, the comics, the movies, the hypnotist, the talent shows (both semesters) and the Fashion Show (both semesters).
* Auditions that are open to the community 6 times during the school year.
* I invited students and community members to the first reading of our world-premiere jam-band musical, MARSHALL COUNTY LINE on January 17, 2017, (again, during Winter break).
* I ended up doing most of the sound design and engineering, as well as, projections and lighting for our Spring production, MARSHALL COUNTY LINE.
* I facilitated and coordinated the contracts/technical elements of a professional theater production, LOS VALIENTES was performed on the SUNY Sullivan campus on October 25, 2016, a professional one-man show with two professional musicians about the Latinx experience.
* Recruitment: I taught 5 classes at the New York State Theater Education Association for college theater programs at the Villa Roma January 2017. 4 classes were dialects to many New York State high schools and 1 class on physical theater (also to high school students throughout the state). I (also) participated in the College Fair.
* Continued relationships with all Sullivan County and one Ulster County Theaters (professional and community): Shadowlands Theatre, Forestburgh Playhouse, NACL Theatre, Sullivan County Dramatic Workshop.
* I was on WJFF, representing the college for the our season offerings on July 11, 2016, and for our productions of ASSASSINS and TOPDOG/UNDERDOG in November 12M 2016.
* Organized and participated in the World AIDS Day Event on December 1, 2016, open to students and the public.
* Was an actor in our annual VDay events, performing February 23-24, 2017.
* A member of our Boys and Girls Club Fundraising Team on March 24, 2017.
* Coordinated all lighting, sound, sets, costumes, makeup, hair, and reservations, for all theater production all year.
* Held a reading series from May 5-16, 2017, open to the community to read potential plays for the SUNY Sullivan Theater Program Season. A survey monkey was sent out to the Sullivan Theater community that I’ve compiled (183 members) and the SUNY Sullivan community (students/staff) to vote on the productions.
* I was on a committee to choose and launch our new LMS.
* I coordinated and implemented the sound repair work in May 2017.

1. **Collaborative Work**  
   *List and describe your collaborative work on campus during this reporting period.*

* Was the Parliamentarian for Faculty Council.
* Was a member of the Student Engagement Committee.
* Was on the committee that decided on and implemented our new LMS.
* Facilitated and implemented all events in the Seelig Theatre, in addition to making the calendar accessible to all on our website.
* Participated in the Events Committee all year.

1. **Service to the Division**

*List and describe your specific division service activities during this reporting period.*

* Participated in all Division Faculty Development Days.
* Was our representative on the Student Engagement Committee.
* Represented our Division in the committee that decided on our new LMS, and trained the faculty on those possibilities.
* Attended all of the Division Meetings and all of the Faculty Council Meetings (I had to leave early during one).
* I helped with the hiring of adjunct professors for speech and theater.
* I helped create the Theater Program track with Dr. Paul Reifenheiser.
* I created and implemented the new classes of: Intercultural Communications, Theater History II, Physial Theater I & II, Voice and Diction I & II, and Methods of Elementary Theater Education.
* I helped organize and create the Division Showcase Day (March 29, 2017) that highlighted classes that each Division will be offering for Registration Day in Spring 2017.

1. **Sustainability**

*List and describe your specific initiatives or work towards sustainability on campus during this reporting period.*

* Sent out props, costumes, and set piece lists to many community members and faculty/staff before purchasing these. Many were donated.
* We re-use as many costume pieces, set pieces, and props that we can for each production. We also borrow from out theater community friends. We borrowed many props and costumes, as well as sound equipment from NACL Theatre and Center for Discovery.

1. **Service to the Community.**

*List and describe your specific activities in service to the community during this reporting period.*

* I coached alumni Raul Hernandez for his speech on being an immigrant in the United States and how successful he has been on June 1, 2016.
* I stilted/juggled at Morningside Park for the 4th of July weekend.
* I stilted/juggled/danced on stilts at the Ted Stroebel Recreation Center for the Hispanic Heritage Festival on July 17, 2016.
* I was in COURAGE! ensemble created by NACL Theatre, directed by Tannis Kowalchuck, at Apple Pond Farm in July 2016.
* I was in the SPIRITS OF LAKEWOOD HOUSE at NACL Theatre, an immersive haunted house production in October 8-9, 2016.
* I performed on stilts at the Scranton, PA, Fringe Theater festival in October 1, 2016.
* I performed on stilts and sang at the Scranton, PA, Iron Furnaces Bonfire Festival in October 15, 2016.
* I was in the Trout Parade, as a performer/musician, in Livingston Manor, NY – June 11, 2016.
* I saw TO KILL A MOCKINGBIRD and WILLY WONKA AND THE CHOCOLATE FACTORY at the Forestburgh Playhouse Theatre Season this year.
* I saw every production, except two, of the NACL Theatre Season this year.
* I volunteered for Front-of-House at NACL Theatre.
* Auditions that are open to the community 6 times during the school year.
* LOS VALIENTES was performed on the SUNY Sullivan campus on October 25, 2016, a professional one-man show with two professional musicians about the Latinx experience.
* I participated in a brainstorming/philosophy of art workshop with the Catskill Art Society on November 19, 2016. I was one of the artists in the community invited. I was asked to represent theater in Sullivan County, and how we can work with CAS better.
* I was an singer/stilter in Dickens on the Delaware, in Callicoon, NY, on December 10, 2016, raising money for Syrian Refugess.
* Recruitment: I taught 5 classes at the New York State Theater Education Association for college theater programs at the Villa Roma January 6-8, 2017. 4 classes were dialects to many New York State high schools and 1 class on physical theater (also to high school students throughout the state). I (also) participated in the College Round Table discussion and the College Fair.
* Continued relationships with all Sullivan County and one Ulster County Theaters (professional and community): Shadowlands Theatre, Forestburgh Playhouse, NACL Theatre, Sullivan County Dramatic Workshop.
* I was on WJFF, representing the college for the our season offerings on July 11, 2016, and for our productions of ASSASSINS and TOPDOG/UNDERDOG in November 12, 2016.
* ASSASSINS by John Weidman, music/lyrics by Stephen Sondheim performed in repertory with TOPDOG/UNDERDOG by Suzan-Lori Parks, in November 2016.
* I provided the venue of the Seelig Theatre for the local Professional and Non-Professional auditions for Forestburgh Playhouse’s 2017 Season.
* MARSHALL COUNTY LINE, a world-premiere jam band musical book/music/lyrics by Gabriel Rikard, in April 2017.
* Was an actor in our annual VDay events, performing February 23-24, 2017.
* Participated in a Diversity Workshops in August 15, 2016, September 26, 2016, facilitated by hip-hop theater artist Sarita Covington and historian Janus Adams. This was a co-production with NACL Theatre.
* Participated in the SUNY Sullivan Reading Series from May 4-16.
* Ran Improv and Karaoke during the Help for Hunger weekend in May 2017.
* Participated in the Trick or Treat Event on October 30, 2015.
* Organized and participated in the World AIDS Day Event on December 1, 2016, open to students and the public.
* Participated in a Diversity Workshops in August 15, 2016, September 26, 2016, facilitated by hip-hop theater artist Sarita Covington and historian Janus Adams. This was a co-production with NACL Theatre and Bethel Woods Center for the Arts.
* Performed in a protest for Earth Day on stilts and walked on stilts in the Protest March, in Ithaca, NY, on March 29, 2017.
* Held a reading series from May 4-16, 2017, open to the community to read potential plays for the SUNY Sullivan Theater Program Season. A survey monkey was sent out to the Sullivan Theater community that I’ve compiled (183 members) and the SUNY Sullivan community (students/staff) to vote on the productions.
* Continued to give rides to students, in order for them to be present at community events in theater and the arts.

1. **Summary Student Evaluations and Grade Distributions of Instructor.**

*List your SEEQ scores and grade distributions here and please discuss and explain any anomalies or concerns or triumphs.*

*Fall 2016 - Grade Distribution*

College Average / Division Average / JB

Student Success Rates: 62.2% / 66.06% / 68.6%

Withdrawal Rates:  11.3% / 11.48% /16.3%

*Spring 2017 - Grade Distribution*

SUNY Sullivan Average / Division Average / JB

Student Success Rates: 62.7% / 69.4 % / 85.3%

Withdrawal Rates: 10.5% / 9.8 % / 2.9%

*Fall 2016 - SEEQ Averages*

SUNY Sullivan Average / Division Average / JB

Overall Teaching Effectiveness: 4.36 / 4.51 / 4.76

Overall Quality of Course:  4.27 / 4.47 / 4.77

*Spring 2017 - SEEQ Averages*

SUNY Sullivan Average / Division Average / JB

Overall Teaching Effectiveness:   4.39 /  4.64  /  4.77

Overall Quality of Course:  4.31 / 4.57  / 4.78

I don’t see any anomalies, here, except that in the Fall 2016 region, Fundamentals of Speech tends to be an incoming freshman class, and there are, usually, several withdrawals/failing grades because some students are unprepared to be students, and, thus, that class in the three years I have taught at SUNY Sullivan, always has low success and high withdrawal rates. The only triumph I can see is the fact that I did not have to fail any students in Spring 2017; that was a first for me, in my time at SUNY Sullivan.

1. **Classroom observation of faculty and other data regarding classroom instruction, if applicable. (attach)**

* This was not required this year, though Dr. Paul Reifenheiser, Dr. Gabriel Rikard, and Dr. Dani Weber, were present for two productions (ASSASSINS and MARSHALL COUNTY LINE) that I directed and all of the rehearsals.

1. **Achievement of Professional Goals from Current Reporting Period.**

*List and describe the achievement of your goals from the current reporting period. Include how your goals fit with the strategic plan and direction of the division. If you are unsure of the strategic plan and direction of your division, then please consult with your division chair.*

* To pilot the Theater History II, Voice & Diction I and II, Physical Theater I and II, Classical Theater I, and Intercultural Communications in the next school year: All of these classes were piloted by myself, except, Classical Theater I, which was piloted by adjunct professor, Daniel Lendzian.
* To get two more 2x2 agreements in the SUNY system for the Theater Program students: We were able to get 2x2 agreements with Binghmaton University, SUNY New Paltz, and Buffalo State University. Many more are in the works.
* Continue to produce multicultural and sustainable theater productions: ASSASSINS had a very multicultural cast and we used many costumes and props from the community. TOPDOG/UNDERDOG is the definition of multicultural: it is written by an African-American female, it has two African-American male characters, and it narrates the story of two men from a lower economic class. MARSHALL COUNTY LINE included a cast and crew of all ages and ethnicities; we also borrowed many prop, set, sound, and costumes, from the community and the local theater community.
* Hire adjunct professors to diversify the teaching faculty for theater and ensure success for students leaving the program: Daniel Lendzian – MFA in Acting, University of Texas, Austin; Nicolas López – MFA, Theater Performance, West Virginia University; Bradley Diuguid – MA, Theater Education, Harvard University, and Tannis Kowalchuk – Artistic Director, NACL Theatre.
* Have one production adjudicated by the Kennedy Center American College Theater Festival (KCACTF): Three productions were adjudicated and 10 students were asked to compete. These adjudications occurred for TOPDOG/UNDERDOG on November 13, 2016; ASSASSINS on November 18, 2016; and MARSHALL COUNTY LINE on April 16, 2017.
* Attend the KCACTF Conference in January 31-February 4, 2017: 10 students and 2 faculty members attended the conference in January/February.
* Recruit, at least, 8 students for the theater program: The students that have declared that they are “theater majors”, without the official status are: Josette Bastian, Malik Jones, Julia Kehrley, Eliza Martinez, Meshach Merrills, Brandon Powell, Payton Powell, and Genesis Shuler. That’s 7, but we also had Jennifer Bronson, Brett Hughes, and Tyler Young this past year. All of whom have graduated or are transferring to other theater programs. This was a difficult goal because the program is still not official.
* Work with the Chair to Standardize Learning Outcomes for all courses: This has already been done for most of my courses, but I did not pursue the new courses of Physical Theater I and II, Voice and Diction I and II, Theater History II, and Classical Theater I because I was aware that we need to put this on our LMS, and our LMS is changing. I’m glad I didn’t do the work because the uploading of the new shells is not bringing the Learning Outcomes to Brightspace, our new LMS, and, therefore, that work would not have been worthwhile.
* Work with the Chair to create a pilot/model whereby we use Blackboard to assess Programmatic Goals as linked to Student Learning Outcomes in individual classes and create as much overlap with Gen Ed outcomes as possible to reduce duplication of assessment: Again, I have started this process in Blackboard, but because we have moved to Brightspace, this work has been shelved, until our contract is corrected with an application to make sure our Learning Outcomes upload with the rest of our shells.
* Work with the Chair to Discuss the role of service learning, applied learning, and cultural and academic out-of-class presentations in our department: We switched Division Chairs at the beginning of the 2016-2017 school year, and, as far as I know, we didn’t have this conversation. My classes have a lot of service learning, applied learning, cultural and academic out-of-class presentations, but…this discussion didn’t happen, formally.
* Work with the Chair to create Program Learning Outcomes for the Humanities major: I am unsure if this happened, due to the Division Chair switch at the top of the 2016-2017 school year.
* Assist, where appropriate, in assessing our High School classes: I offered, but didn’t get sent on one.
* Save all classes in Blackboard; export/archive old shells for backup: all of my classes are saved and archived, however, it feels a bit useless because Brightspace does not upload completely. I have already put everything in my Manage Files Administration section of Brightspace.
* Continue to use Grade Center and to use drop boxes for all major writing assignments: I do and that is illustrated in my LMS shells.
* Explore using the attendance tool in Blackboard: The attendance tool is not intuitive in Blackboard, so I created my own, which I used all year. I will also use the tool in Brightspace, which is a bit more intuitive. However, our Regristrar did not allow us to use this tool as a way to report on attendance.
* Incorporate enhanced use of discussion boards and other interactive features of Blackboard, if you don’t already. You need to do this for only one course this academic year: All of my classes have discussion boards and interactive features. These will, hopefully, transfer with our switch to Brightspace.
* Continue to use Blackboard to post and submit all major writing assignments (those worth 10% or more of the final grade): I did this all year, however, TurnItIn dumped many of my papers, and I had to have them fix that. Hopefully, TurnItIn will be more intuitive in Brightspace. I haven’t tried it, yet.
* Read and Review the Changes to the Media Arts/New Media Program: I did and, I think, they were good changes.
* Read and Review the Changes to the Computer Graphics/Graphic Design Program
* Take part in the final analysis of the Program Review for Liberal Arts and Science AA and Liberal Arts and Science AA: Humanities; each full-time faculty member will be asked to work on a section of the review in conjunction with the rest of the department: I was not asked to help with this, and I’m not sure if it happened. I would have been willing.
* Consider employing place based learning into some of your classes: I do teach most of my classes in the theater, which is place-based.
* Consider employing a learning community class: I have discussed this with a couple of professors, but nothing definitive, yet.
* When appropriate, use the Common Hour for a student-centered activity: I do Student Engagement Hump Day events every Wednesday, and I held our Performing Arts Club meeting every Thursday.
* Review student evaluations – report back in next AF: I haven’t received these as of 5/28/17, and this report is due 6/1/17.
* Review grade distributions – report back in next AF: I haven’t received these as of 5/28/17, and this report is due 6/1/17.

1. **Professional Goals for the Coming Reporting Period.**

*List your goals for the coming reporting period and describe your criteria for successful achievement. Include how your goals fit with the strategic plan and direction of the division. If you are unsure of the strategic plan and direction of your division, then please consult with your division chair.*

* To pilot the Interpersonal Communications in Fall 2017.
* To get two more 2x2 agreements in the SUNY system for the Theater Program students.
* Continue to produce multicultural and sustainable theater productions.
* Have at least one production adjudicated by the Kennedy Center American College Theater Festival (KCACTF).
* Attend the KCACTF Conference in January.
* Recruit, at least, 8 students for the theater program.

1. **Other Assigned Duties***Attach any evaluations/reviews for duties that include a stipend or load reduction. Note: typically/annually assigned duties that carry load reduction or stipend should be evaluated using the Annual Performance Review and Performance Self-Review Assessment form.*

This was not required this year, so I don’t have any evaluations. However, Dr. Paul Reifenheiser, Dr. Gabriel Rikard, and Dr. Dani Weber, all participated in ASSASSINS and MARSHALL COUNTY LINE. Thus, they observed my teaching in my load reduction productions.

**Faculty Member**

Additional Comments: (optional)

Signature Date:

*Submit to Division Chair by June 1.*

*Attachments:*

❑ Curriculum Vitae

❑ Summary Student Evaluations

❑ Other supporting documents (if applicable)

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**Division Chair**

Comments: (optional)

*If comments are made, a copy must be directed to the individual faculty members. Chairs are encouraged to comment not just on the content of this form but on character, personality, professionalism, work ethic, and attitude.*

Jessica,

I have learned a lot this year about the Theater and your work. Even prior to this year I was impressed with your creativity—and your work with the students. Now that I know more, I am even more impressed.

You have very quickly formed strong relationships with our students—you are an influential teacher and mentor for them. You also have created from scratch a superb Theater Program (not yet official; I know) that has drawn in not only students and faculty but also the community. So in a brief period of time you have made a lasting mark on the college. Thank you for your exemplary work.

Regarding goals. I have two goals for you, one of which is on your list of goals for yourself: increase enrollment. I realize we are waiting for the program to become official, which should happen this year.  
The other goal is to hold a workshop or training session so other Speech teachers can learn to teach Interpersonal Speech. I agree with you that this class should be offered to more of our students and fulfill the Gen Ed 10 Speech requirement for Liberal Arts (and eventually other) majors.

Regarding concerns: My one concern is that at some point you will burn out. You are, as Alicia says, Wonder Woman. And I do realize that people have different energy levels and you are a high-energy person. But please do take time for personal priorities and be aware that burn out can strike even wondrous women like yourself.

And regarding the Division Goals mentioned in your AF: when you responded about changing the Liberal Arts goals, you said that you wondered how many people “actually accomplish any” (this is quoted from your email to me). You are right. Not all people accomplish many or any. That is one reason why I thought we should streamline the goals.

Some—like Paul’s work with Standardized Learning Outcomes—were part of the Curriculum Committee’s and SPIA’s tasks this year, so until those committees are finished with their work the final results won’t trickle down to faculty.   
The assessment of high school classes didn’t occur because of lack of funding. And because it was one of the balls we dropped.

The new Division Goals are below. Thank you for your input.

**Division Goals for the 2017-2018 Academic Year**

* Work with the Chair to Standardize Learning Outcomes for all courses.
* Assist, where appropriate, in assessing our High School classes
* Receive training on Brightspace and use it to post and submit all major writing assignments to Turnitin (those worth 10% or more of the final grade).
* Take part in the final analysis of the Program Review for Liberal Arts and Science AA and Liberal Arts and Science AA: Humanities.
* Review student evaluations – report back in next AF
* Review grade distributions – report back in next AF

Signature Date:

*Submit to Vice President for Academic and Student Affairs by June 15.*

**Vice President for Academic and Student Affairs**

Comments: (optional)

*If comments are made, a copy must be directed to the individual faculty member.*

Signature: Date: