

usitt newsletter

July, 1986

Editor: Ron Olson

Vol. XXVI No. 4

Update on the State of the Institute

On March 22nd, 1986, President Randy Earle turned over his office to me for the next two year Presidential term. The Institute owes Randy a debt of gratitude for his foresight and hard work during his tenure. The tradition of the past Presidents has been to dedicate themselves to stability and advancement of the Institute. Randy Earle carried forward that challenge through his concern of financial responsibility and by evolving the "Five Year Plan," a plan of direction under which the present administration is challenged, and dedicates itself. We thank you Randy Earle for your aggressive plans and your successful presidency.

The most evident pattern of growth visible to the membership over the past few years has been that of the Annual National Conference. Larger participation, more and better seminars, and increasing size and numbers of exhibits are the results of hard work and increased resolution by the Conference Committees.

Much more is happening to the Institute, however, in the increased activity and numbers in the Sections. The Commissions are showing great results in their activities, and committee member creativity. More people are becoming very much involved in programs which are important to our industry. Our corporate position is increasing not only in the U.S. but world wide. Our Canadian colleagues are becoming increasingly an integral part of the Institute.

Growth is marvelous and is a necessity in order to accomplish our goals. However, it is also expensive; financially, and from the standpoint of human resource.

We have many times witnessed the dismay from others outside USITT, when they are told that we are almost completely a volunteer organization. They wonder at the fact that we can motivate and gain the dedication of our members to the extent that we do. They wonder that a group such as ours has so much pride and concern about the aspects of our Industry.

For too long we have found ourselves working under the "tail wags the dog" syndrome. Too much of our income has gone to pay administrative bills and has not gone to pay for the important projects, where it belongs. This is not unusual for any type of growing business. We are finally to a point where we feel that this is all going to change. Plans in place should allow us to give it one heck of a try. Some success is already evident.

Of major concern is offering the membership more advantages and communication, and in so doing, to keep the costs to the members at the lowest amount possible. In survey, we see that our dues and entry fees are still very low in relation to those levied by other organizations of our type and size. We want to keep it that way; but we must be realistic in our approach at the same time.

The major source of income for the Institute is membership dues and the revenue generated at the conferences. In the early budget of the conferences, the Board sets a "Nut" which that conference is expected to generate for the USITT General Account. It has almost become tradition for each conference to exceed that amount. A competitive challenge seems to exist which causes each successive conference committee to try to exceed the "Nut" of the last conference. Each committee must be commended for their past performance in this regard, and though the final figures are not in yet, it looks as though the Oakland Conference Committee has not only done it again, but has doubled their "Nut." An outstanding performance from an outstanding committee.

Such conference "windfalls" go a long way to improving the operation and capability of the Institute. The Oakland funds will not only help with administrative needs, but will go into budget line items for exhibits, Sections, Commissions, and the Endowment, one can feel sure. These funds fall under the recommendations of the Finance Committee, probably the toughest Committee in the Institute.

To make the "Five Year Plan" move forward, the Membership Committee has a strong plan for increased membership; a new brochure is about to be published to explain the advantages of USITT; our image is being "spruced-up" through printed matter and personal communication to other allied organizations and industries. In the middle of all of this is Bill Byrnes, Vice President for Development, Coordinating the efforts of image and fund raising.

The members of USITT do an outstanding job of presentation, coordination and communication, but volunteers just cannot fully operate a Corporation; and USITT is in fact a full-sized business. We are "Not for Profit," but we do, in fact, have some paid (underpaid) people of note.

With the growth of the conferences (we are now booked through 1993) comes a greater obligation of service not only to ourselves, but especially to our Exhibitors, who are the main asset of the Conference. This is no longer a volunteer job. USITT is now for the first time under contract to an Exhibits Manager, who works under the fee structure that he generates. A few years ago, we were so pleased that we used some 80 Exhibit spaces. In Oakland, we were close to 190, and the end is not in sight.

Communication is a chief part of what we stand for. A major asset of the institute is our Editor of T D & T, Arnold Aronson, and our Editor of the Newsletter, Dr. Ronald Olson. You have experienced expanded publication, and an emphasis on quality over the past short period of time. Both of these Editors are to be commended, and we look forward to the expansion of this program of quality in the future.

It was not long ago that the National Office was a "One Man Band;" no longer. In our growth pattern, the logistics of day to day administrative function have become an increasingly important part of making our objectives become reality. Again, this area has been a victim of growth. We have re-organized, stumbled, re-staffed, and come to some stabilization, and have here, too, grown.

This is a "thumb nail sketch" of some of our objectives and what is new in the USITT. The Executive Board, the Board of Directors and all of the Commission and Committee people (of which there are just too many to mention) are all to be commended for their support to our growth. Top people are in place to serve our membership and our industry.

As President, my platform is simply COMMUNICATE. This is really our purpose. Growth, Finances, Sections, Committees, Conferences are really for only one purpose; to provide a vehicle for all of us to help each other by offering the experience that we have: large or small, good or bad.

The challenge to us all is to join in our progressive purpose. Help to expand our capability. Join committees, give ideas, gain members—participate.

COMMUNICATE for USITT.

David Hale Hand
President,
USITT

Memberships

This newsletter is made possible through the generosity of the Contributing and Sustaining Members listed. The Officers, Board of Directors and entire membership of the USITT gratefully acknowledge and appreciate the contributions of these friends of the Institute.

Contributing Members

| | | |
|------------------------------------|--------------------------------------|-------------------------------------|
| Associated Theatrical Contractors | Mendenhall & Associates, Inc. | Strong International Electric Corp. |
| Colortran, Inc. | Musson Theatrical, Inc. | Teatronics, Inc. |
| Electro Controls, Inc. | Rosco Laboratories, Inc. | Wenger Corporation |
| Goodspeed Opera House | Samuel Scripps | |
| Kliegl Brothers Lighting Co., Inc. | Stage Engineering International Ltd. | |
| Malabar Ltd. | Strand Lighting | |

Sustaining Members

| | | |
|-----------------------------------|---------------------------------|---------------------------------------------|
| Peter Albrecht Corporation | Costume Crafters, Inc. | Lany Fax of America, Inc. |
| Alcone Company, Inc. | DMA Associates | Lehigh Electric Products Co. |
| ALS | Designlab Chicago | Lighting & Electronics |
| Applied Electronics, Inc. | Design Line, Inc. | Lighting Associates Templates |
| Artec Consultants, Inc. | DeSisti Lighting Equipment | Lighting Dimensions |
| ArtSoft, Inc. | Drama Books | Lite-Trol Service Co., Inc. |
| Ascot Dinner Theater Ltd. | Electronic Theatre Controls | Little Stage Lighting Company |
| Automatic Devices Company | Electronics Diversified, Inc. | Lycian Stage Lighting |
| AVAB | Feller Precision, Inc. | Mid-West Scenic & Stage Equipment Co., Ltd. |
| BML Stage Lighting Co., Inc. | Gagnon La Forest | Mutual Hardware |
| Baer Fabrics | General Electric Lamp Division | Ness Imports, Inc. |
| Barbizon Electric Company, Inc. | Peter George Associates, Inc. | Newth Lighting Company |
| Bash Theatrical Lighting, Inc. | W. Gerriets International, Inc. | Olesen Company |
| Belden Communications, Inc. | Grand Stage Lighting | Ornamental Resources, Inc. |
| Brannigan-Lorelli Associates Inc. | Great American Market | W.E. Palmer Co., Inc. |
| Brighton Lites and Applied Video | Grosh Scenic Studios | Phoebus Manufacturing |
| C.H. Bull | GTE/Sylvania | Production Arts Lighting |
| CAE, Inc. | H & H Specialties, Inc. | Richmond Sound Design, Ltd. |
| Cal Western Paint Inc. | HM Electronics, Inc. | Risk International, Inc. |
| Celco, Inc. | A. Haussmann International | Rose Brand Textile Fabrics |
| Cercone-Vincent Assoc., Inc. | Hoffend and Sons, Inc. | Sapsis Rigging, Inc. |
| Cinemills Corp. | Holzmueller Corp. | Secoa |
| City Lights, Inc. | Irwin Seating | Shopworks Incorporated |
| J.R. Clancy, Inc. | Joel Theatrical Rigging Ltd. | Spectrum Design & Development, Inc. |
| Clear-Com Intercom Systems | Joyce/Dayton Corp. | Stage Equipment & Lighting |
| Columbine Fabricators | Kryolan Corp. | Stage Lighting Distributors Corp. |

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Sustaining Members

Stagecraft Industries

Stage-Rite Corp.

Strong International Electric Corp.

Syracuse Scenery & Stage
Lighting Company, Inc.

Systems Design Associates

TBA Associates Ltd.

Texas Scenic Company, Inc.

Theatre Crafts Magazine

Theatre Projects Consultants, Inc.

Theatre Techniques Inc.

Theatre Vision, Inc.

Theatrical Service & Supply Company

James Thomas Engineering

Tiffin Scenic Studios, Inc.

Touch Technologies Inc.

Tsokos & Associates

Union Connector Company, Inc.

Universe Stage Lighting

Veam, Division of Litton Systems

Weststar Corporation

Wizard Productions, Inc.

S. Wolf's Sons

Management Skills Workshop

by William J. Flynn

"Developing Management Skills," a one day workshop held prior to the 1986 National conference in Oakland, attracted 42 enrollees who gained insights into their own managerial styles, shared common problems, and almost universally agreed they didn't have sufficient managerial training to properly function in their current jobs.

As part of the workshop format, participants completed a questionnaire which gave the presenters demographic information that revealed a wide range of interests, job titles and concerns.

A summary of the information was supplied to the enrollees in a follow-up letter. Listed below are the highlights of the findings:

- The group was well educated, with only 4 people holding less than a bachelor's degree. BA's and MFA's headed the list.

- All enrollees had held at least one managerial position, with the average being 2.5. The average number of years in the currently held position was 4.2 years, with a range spanning from a half year to 19 years in one job.
- Within the 42 responses, a total of 55 job titles were identified, a clear indication that many of the participants are required to handle multiple responsibilities.
- In analyzing the job titles, several items emerged:
 - 1) Technical Directors and Production Managers were predominant in the workshop, possibly meaning that their titles are more prevalent in the industry and/or they need more help in developing management skills than others.
 - 2) It would appear that several different job titles may have the same responsibilities, reflecting the nomenclature used by a particular institution or school rather than a commonly agreed upon title throughout the industry.
 - 3) Regardless of their title, most participants felt that improved management skills were essential for their jobs.

The question of employee supervision (i.e., "How many staff do you regularly supervise?") was the first area where answers became variable rather than finite. A majority of the respondents identified a **range** of people they supervised (eg., 12-35) rather than a fixed number. Some identified variables within a range (staff, students and volunteers, or winter vs. summer). Some of the ranges were extreme (4-100), indicating a shifting workforce, and possibly signifying an inability to identify the workforce at any one particular time. Those who identified a fixed number varied from a low of 0 to a high of 60.

Participants were also asked to submit topic suggestions for future workshops where additional training would be welcomed. In the 79 tabulated responses, there are some clear patterns and categories.

The most prevalent category could be called "People Problems," representing 31 responses. Many participants privately identified difficulties with employees and co-workers to be the most frustrating element in their job. Hopefully, the Personal Profile Analysis administered during the morning session increased self awareness as well as sensitivity to dealing with individuals in a theatre environment.

The second most popular category could be called "Personal Development," reflecting requests for workshops that help managers cope (i.e., Stress and Time management). A third category could be called "Systems and Procedures," reflecting requests for techniques to improve productivity and efficiency (budget and production planning, computer usage).

The evaluation remarks submitted by the enrollees at the end of the day were most gratifying. The comments aimed at improving the workshop were accurate and have already been incorporated into current planning efforts to strengthen and structure the workshop format in order "to take it on the road."

The workshop will be offered to USITT Regions, College and University Theatre Departments and regional theatre companies as a staff development program. Further information will be published in a future USITT Newsletter. Inquiries about the structure and cost of the program may be directed to Ken Hewitt at (403) 220-4900 or Bill Flynn at (602) 884-6975.

Students Today, Officers In The Future

There are approximately 530 student members in the Institute.

Members of USITT who are also faculty members at a university or college should consider the benefits to students and to their Theatre department if they have an active USITT Student Chapter on their campus. Students receive the same educational advantages that individual members receive from the Institute's publications, workshops on the Section level, and sessions at the National Conferences at a cost which students should be able to afford. In addition, Student Chapters can work on money-raising projects to assist with the travel and per diem expenses to State and National Conferences.

Bringing together eight or more students in one college or university, or two schools in close proximity in the same city, can permit the establishment of a Student Chapter—a group which can work together to have programs and workshops done by professionals. A number of Student Chapters in a region can benefit by having a centralized program or workshop which would share the cost that a chapter, alone, could not afford.

Individual members in educational institutions and/or Regional Sections can get the students involved in USITT activities and bring significant numbers of students into the Institute. For assistance in creating a Student Chapter you should contact David G. Flemming, Student Liaison Officer, Speech Communication and Theatre Arts Department, Southwest Texas State University, San Marcos, TX 78666, or phone 512-245-2147 or 245-3574 (days) or 512-396-2325 between 6 pm to midnight Central Time. If you decide to develop a "club" please notify Dave also, since he may be able to inform you of other similar groups in your region.

COMMISSIONS:

Education

The Education Commission is actively involved in several projects to improve the quality of life, the quality of training and the quality of theatre in America—and perhaps throughout the world. We would like to share our experiences with you. We would enjoy your participation in our work; your suggestions and your guidance in our products, whether they are publications, conference programs or students. Please review the following list of projects currently being conducted by the Education Commission. We invite your participation—call us, write us, become involved; make a difference.

THEATRE ARTIST AND CRAFTSPERSONS BUREAU (TAC), Randolph J. Wischmeier, Department of Drama, Central Washington University, Ellensburg, WA 98926 OFFICE: 509-963-3291. A directory listing of persons in theatre technology and design who are willing to do a) workshops, b) guest residencies, c) judging. The directory will include contact and fee information. It will be published in *Theatre Crafts* in 1987.

PORTFOLIO GUIDELINES: LIGHTING DESIGN, Mark Mrkvicka, Illinois Opera Theatre, 2-404 Krannert Center for the Performing Arts, University of Illinois, Urbana, IL 61821. OFFICE: 217-333-3254. In conjunction with the Lighting Design Commission, development of professionally tested and approved guidelines for the content of portfolios for job-seekers and students.

PORTFOLIO GUIDELINES: TECHNICAL DIRECTION, Barton Lee, University of South Florida, Department of Theatre, Tampa, FL 33620. OFFICE: 813-974-2701. In conjunction with the Technical Production Commission, development of professionally tested and approved guidelines for the content of portfolios for students and jobseekers at various levels.

GRAPHIC STANDARDS BOARD, Tom Corbett, Paoletti-Lewitz, 40 Gold Street, San Francisco, CA 94133, OFFICE: 415-391-7610. ANSI adoption of USITT scenic and lighting graphic standards.

EVALUATION PROJECT, Lucy Terry Nowell, 7108 Richland Dr., Lynchburg, VA 24502; OFFICE 804-522-8353. Development of promotion and tenure guidelines for theatre design and technology faculty.

THE INTERNSHIP PROJECT, David G. Flemming, Southwest Texas State University, Department of Speech Communications and Theatre Arts, 915 Houston Road, San Marcos, TX 78666 OFFICE: 512-396-2325. A data base of organizations who have INTERNSHIPS AVAILABLE, their requirements, application procedures, pay, etc.

PRE-COLLEGE EDUCATORS, Paul Zotos, Vice-Commissioner, Education Commission, 25 Claire Hill Road, Burlington, CT 06013 OFFICE: 203-233-9631, EXTN 162. Paul Sannerud, 1987 Pre-College Educators Conference program Coordinator, Strayer-Wood Theatre, University of Northern Iowa, Cedar Falls, IA 50614 OFFICE: 319-273-6270. Programs in production and curriculum of particular interest to elementary and secondary teachers.

RESEARCH PROJECT, Dr. Bernhard Works, 4-115 Theatre Department, Krannert Center for the Performing Arts, University of Illinois, Urbana, IL 61801; OFFICE: 217-333-2876. Collection of a bibliography/data base of materials and processes for theses in theatre tech and design.

BIAS IN THE PROFESSION, no project director at this time—contact Harvey Sweet. A project designed to improve the working environment of all members of the profession through education: how to deal with bias, how to recognize bias, how NOT to cause bias, how not to be a victim of bias.

DIRECTORY OF GRADUATE PROGRAMS IN THEATRE TECHNOLOGY AND DESIGN, Adel Migid, Theatre Program, University of Akron, Akron, OH 44325. OFFICE: 216-375-6082. An in-depth analysis and listing of graduate programs in theatre tech and design. To be published cooperatively with a similar project by *Theatre Crafts* with credit to the Institute.

EXIT STANDARDS FOR BFA AND MFA DEGREE-RECIPIENTS IN TECH AND DESIGN, no project director at this time—contact Harvey Sweet.

NAST LIAISON contact Harvey Sweet.

WE WOULD LIKE TO INVOLVE YOU IN THE ACTIVITIES OF USITT AND THE EDUCATION COMMISSION. If you are interested in being involved in these projects contact the project directors, fill out the brief form below and mail it to HARVEY SWEET, EDUCATION COMMISSIONER, STRAYER-WOOD THEATRE, UNIVERSITY OF NORTHERN IOWA, CEDAR FALLS, IA 50614-0371, or call 319-273-2208. We look forward to your comments, your ideas and your participation. May we hear from you?

MAIL TO: Harvey Sweet, Education Commissioner, Strayer-Wood Theatre, University of Northern Iowa, Cedar Falls, IA 50614

NAME: _____ PHONE: _____
ADDRESS: _____ OFFICE: () _____
_____ HOME: () _____
_____ OTHER: () _____

Please mark the appropriate box:

| I WISH TO BE | | ABOUT THE FOLLOWING PROJECTS: |
|--------------|----------|---------------------------------------------------------|
| ACTIVE | INFORMED | |
| _____ | _____ | TAC (Theatre Artists and Craftspersons Bureau) |
| _____ | _____ | PORTFOLIO GUIDELINES: LIGHTING |
| _____ | _____ | PORTFOLIO GUIDELINES: SCENERY |
| _____ | _____ | GRAPHIC STANDARDS BOARD |
| _____ | _____ | EVALUATION PROJECT |
| _____ | _____ | INTERNSHIP PROJECT |
| _____ | _____ | PRE-COLLEGE EDUCATORS PROGRAMS |
| _____ | _____ | RESEARCH PROJECT |
| _____ | _____ | BIAS IN THE PROFESSION (needs a director!) |
| _____ | _____ | DIRECTORY OF GRADUATE STUDIES IN TECH AND DESIGN |
| _____ | _____ | EXIT STANDARDS FOR BFA AND MFA DEGREES (needs director) |
| _____ | _____ | NAST LIAISON |
| _____ | _____ | OTHER (describe): |

ENLIST A NEW MEMBER TODAY!

ENDOWMENT FUND 1986-87 GUIDELINES SET

The United States Institute for Theatre Technology established an Endowment Fund in 1978 as a means to foster the goals and objectives of the Institute and have funds available to support the work of the Institute. Since its establishment many individual and corporate members of the Institute have contributed funds to increase the corpus of the fund; this, along with judicious investment of the Endowment funds are allowing the announcement of awards to be made from the Endowment Fund.

The Endowment Fund is managed by a Committee of the USITT Board of Directors. All applications are reviewed by this committee, and the decisions on all awards are made by this committee. The Committee Members are: Donald C. Shulman, Chair; Richard Devin; and Tim Kelly.

The following Statement of Purpose and Award Guidelines will give the needed information so that you will be able to apply for support for your programs.

Statement of Purpose

The Goal of the USITT Endowment Fund is to further and perpetuate the objectives of the Institute. Accomplishment of the goal will be achieved through the financial support of specific undertakings of Institute members. Only new projects and research with the expressed purpose of the advancement of the industry will be given consideration by the Trustees of the Endowment Fund. Grants awarded are intended for a complete project or as seed money for a given project, not as ongoing support.

TIMETABLE

| | |
|-------------------|-------------------------------------------------------------|
| March, 1986 | Announce Fund at Annual Meeting |
| July, 1986 | Announce Guidelines & Application Forms in USITT Newsletter |
| Oct., 1986 | Application Deadline |
| Dec., 1986 | Announce 1986/87 Grant Awards at December Board Meeting |
| Jan., 1987 | Starting Date for Projects |
| Dec., 1987 | Ending Date for Projects |

Grant Award(s)

The Committee will make one or more awards totalling no more than \$2,500.00. Projects requiring more than this level of funding will need to secure those additional funds from some source other than the USITT Endowment Fund or USITT Annual Operating Budget.

While there are no requirements for projects to provide matching funds, the Endowment Committee is desirous of making the most effective use of its available funds.

GRANT AWARD GUIDELINES

A. Who may apply for Endowment Fund Assistance?

Any member of USITT is eligible to apply for assistance. Also eligible to apply are groups of members such as Sections, Student Chapters, Commissions, Committees, and groups of individual members.

B. How are Applications Filed?

All proposals must be submitted directly to the Endowment Fund Committee, care of the Institute's National Office, on current application forms. Additional copies of the forms are available from the National Office. (330 West 42nd Street, Suite 1702, New York, NY 10036 (212) 563-5551).

C. Application Deadline

The deadline for this year shall be Oct. 1, 1986. Applications received after that date will not be reviewed by the Trustees.

The starting date for projects receiving Endowment Fund Assistance shall be no earlier than Jan. 1, 1987 and the ending shall be no later than Dec. 31, 1987.

D. Award Criteria

In giving full and complete consideration to the applications that are received, the committee follows certain criteria in its review process. The criteria are:

- Ability to successfully implement proposed project
- Creativity
- Impact on USITT and Industry
- Innovation
- New Project
- Relationship to Areas of Institute Involvement
- Sponsored by & Critically involving Institute Members.

E. Areas Not Supported by Endowment Fund

- Activities for which Academic Credit is being sought
- Bad Debts
- Capital Expenditures unrelated to a specific project
- Creation of New Organizations
- Expenses incurred before Starting Date of Grant Period
- Investments of Any Kind
- Projects whose ending date extends beyond the closing date of period
- Receptions & Refreshments
- Scholarships
- Tuition

F. Award Letter

When an award is approved, a letter and/or contract is forwarded to the applicant specifying the terms of the award. After the applicant agrees to the terms, no major changes should occur either in activities, personnel, or budget, unless approved in writing, in advance by the Endowment Committee.

G. Reports.

A final narrative and financial report is required of all award recipients. Final reports are due within sixty (60) days after the end of the project period. The form for these reports will be supplied by the Endowment Committee to all award recipients.

H. Credit Line

All award recipients must include the following credit line in all advertising, news releases, reports, publications, and printed programs:

"The program/project/event (or other appropriate words) was made possible, in part, through a grant from the United States Institute for Theatre Technology Endowment Fund."

I. Application Forms

All applications for support from the USITT Endowment Fund shall be made on current application forms. *All applicants should submit ONE Original and TWO Copies of each application filed.* All applications should be sent to the USITT National Office, 330 West 42nd Street, Suite 1702, New York, NY 10036. Should you need more space to answer any of the questions on the form, you may continue on another sheet of paper. Please be as concise with your responses as possible. *Please attach a copy of your detailed Budget to the Application Form.*

USITT ENDOWMENT FUND APPLICATION

PART I. APPLICANT GENERAL INFORMATION

1. PROJECT TITLE _____
2. PROJECT DIRECTOR(S) _____
3. ADDRESS _____
4. CITY, STATE, ZIP _____
5. TELEPHONE: DAY _____ EVENING _____
6. USITT UNIT: INDIVIDUAL MEMBER _____ ORGANIZ. MEMBER _____
CORPORATE MEMBER _____ COMMISSION _____
SECTION _____ STUDENT CHAPTER _____
COMMITTEE _____
SPECIFY UNIT: _____
7. STARTING DATE OF PROJECT _____
ENDING DATE OF PROJECT _____
8. TOTAL PROJECT COST \$ _____
9. AMOUNT REQUESTED FROM USITT ENDOWMENT \$ _____

PART II. PROJECT DESCRIPTION

1. PROJECT TITLE _____
2. DESCRIPTION (Give a brief but specific description of proposed project stating: (1) what are proposed activities; (2) who will be involved; (3) where the project will take place; (4) who will benefit; (5) what impact will this project have on USITT or the industries affected by USITT; and (6) other pertinent information.
3. How, specifically, will USITT funds be used in implementing the proposed project?
4. Are there other similar projects being undertaken by others? Is so, how is this project different?
5. Will you and your team be affiliated with any other organization, company, institution, or group in working on this project? Is so, what are their anticipated contributions to this project?
6. List the qualifications which make you and your team suitable to undertake this project.

COSMAK'S CORNER

by Bernice A. Graham

"HONOR THY MENTOR"

How can the theatrical community honor its leaders, teachers, advisors, mentors? Relocation, retirement and death sever associations with wise mentors who became respected friends.

Consider a "perpetual" grant endowment fund through your organization to honor the loss of a mentor.

Before his death on March 8, 1986, James B. Newton enjoyed participating in planning such a fund in his name at California State University of Fresno. He was honored to think that posthumously he would help and encourage "design students."

Who was James B. Newton? He was graduated from the University of Texas and received his master's degree in Fine Arts from Yale University where he was a student of Donald Oenslager. He taught at CSU-Fresno, University of Texas at Austin and UCLA. He was a guest artist at the Arizona Theatre Co. and Seattle Repertory Theatre. He was the art director and theatrical designer for hundreds of professional concerts, TV commercials, TV and theatre productions seen throughout the United States. His works were used in productions at the MGM Grand Hotel in Las Vegas, Madison Square Garden and Radio City Music Hall for numerous performers, including Barbra Streisand and Neil Diamond. He was a member of Local 876 Motion Picture and TV Art Directors Union and Local 829 United Scenic Artists Union. He was also a playwright.

He was a mentor, a wise and respected advisor, to his students and co-workers, and he was a dedicated friend.

USITT Silver Anniversary Club

Those who wish to honor Jim's memory may send their remembrances to the CSUF Foundation, Fresno State University, Shaw and Cedar Avenues, Fresno, CA 93740.

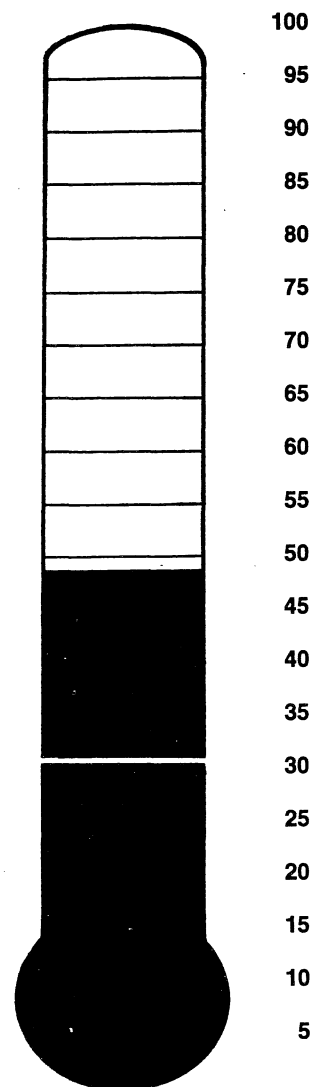
If you did not know Jim Newton, honor someone who influenced your creative life by initiating a "perpetual" grant endowment fund in his or her name at your institution or organization to encourage future theatrical students in their endeavors.

If establishing a fund in honor of a mentor is not possible in your situation, do not overlook donating to USITT's own **SILVER ANNIVERSARY CLUB** Endowment Fund in your mentor's name. This club functions to fund "research projects for the advancement of our profession." The club chairman is Richard Arnold, c/o USITT, 330 W. 42nd Street, Suite 1702, NY, NY 10036.

We only help ourselves and our profession by honoring "mentors" through endowment funds.

Help It Grow!

Contributions to the **SILVER ANNIVERSARY CLUB** in this year-long drive have now reached **\$16,121**. This brings the total of the **Endowment Fund** to **\$47,530**.



usitt SILVER ANNIVERSARY CLUB

HELP BUILD THE FUTURE BY . . .

. . . GIVING TO THE USITT ENDOWMENT FUND

I wish to join the club with a tax deductible* contribution to the
USITT ENDOWMENT FUND

Recommended donations: \$25, \$50, \$100, \$250, \$500, \$1000 or more

Enclosed Donation: \$ _____

Pledged Donation \$ _____

by semi-annual payments: _____
12/86 6/87

Name _____

Address _____

(Make checks payable to USITT SILVER ANNIVERSARY CLUB and mail to USITT, 330 West 42nd Street, Suite 1702, New York, NY 10036.)

*U.S. Citizens only. Members outside of the U.S. should consult local laws covering donations to non-profit organizations.

AT THE CONFERENCE:

Sixty-six new members joined the club at the **26th Annual Conference** held in March in Oakland bringing an additional **\$3,001** to the Endowment. The **Northern Boundary Section** became the first regional section to pledge to the fund. Students are also assisting the effort—the **University of Texas Student Chapter** and the **San Jose Student Chapter** made donations and therefore are members of the **SILVER ANNIVERSARY CLUB**.

Growth of the **Endowment Fund** is needed to expand research and education so USITT can meet the **challenges** of the **Future**.

Join with the **growing number** of USITT members who are contributing to the development of the Institute. **EVERYONE COUNTS**. A donation from **every member** of the Institute is needed to reach our goal.

Join the Club today. Send in your donation or pledge. USITT needs your **SUPPORT**.

IOD 1986 Summer List Available

Mark R. Sumner, Director of the Institute of Outdoor Drama has announced that the IOD's 1986 list of outdoor drama theatre companies is available free of charge by sending a self-addressed, stamped envelope to the Institute of Outdoor Drama, 202 Graham Memorial 052A, Chapel Hill, NC 27514. This list of some 80 plus companies, contains addresses, personnel listings and performance schedules for most of the nation's outdoor theatres.

Staff Changes

During the week of May 26th the National Office staff underwent several changes. Kristen Bott, who was the current General Manager, accepted another position and was replaced by Ed Hambleton. Ed has many years experience working in the theatre; from Company Manager of the recent tour of "Gospel of Colonus" in Paris to a management position with the Harold Clurman Theater in New York. Carol Lewis, our new Assistant to the General Manager, has a technical background and has been associated with USITT for a number of years. It is anticipated that with the addition of this staff person, the National Office will be better equipped to meet the growing demands of the Institute. Debbie Lewis will continue as Office Secretary and Tina Margolis will continue as Senior Editor and Advertising Manager for Theatre Design and Technology.

Rigging and Stage Machinery Guidelines Project Completed

After two years and four drafts, the *Recommended Guidelines For Stage Rigging and Stage Machinery Specifications and Practices as Developed by the United States Institute for Theatre Technology* project is completed. The Board of Directors of the Institute ratified the document during the Conference in Oakland this past March. The complete document will be published in the Summer 86 issue of TD&T. Reprints will be available from the New York office for a reasonable charge.

Copies of the document have been sent to the American Institute of Architects and the Construction Specification Institute for their information. Additional copies have been sent to the Building Officials and Code Administrators International (BOCA), the International Conference of Building Officials (UBC), and the Southern Building Code Congress International (SBC). The Institute has offered to work with all of the code agencies in adapting the applicable sections of our document for inclusion in the various codes.

1986 Membership Directory Available

Additional copies of the USITT Membership Directory are available in the national office. The price is \$10 for members, \$12 for non-members. Make check payable to USITT (members include a copy of current membership card.)

Calendar of Events

JUNE

League of Historic American Theatres
New York City, June 25-29. Contact
Debbie Mikula, Executive Director,
LOHAT, (202) 289-1494

JULY

International Association of Auditorium
Managers
Convention Center, Edmonton, Canada,
July 20-21. Contact Diana Bubalo, IAAM,
(312) 661-1700

AUGUST

USITT Summer Retreats for
Commissioners and Regional
Section Chairs and Board of Directors
meetings, Colorado Women's College,
Denver, July 8-10. Contact Richard Devin
(O) 303-472-7355 or Tim
Kelly (H) 303-399-3085
(O) 303-893-4000.

**THIS IS THE FIRST
ISSUE OF THE
MONTHLY USITT
NEWSLETTER. BY THE
TIME YOU RECEIVE
THIS JULY ISSUE, THE
DEADLINE FOR THE
AUGUST ISSUE MAY
HAVE PAST. BE ON
YOUR TOES WITH
TIMELY
INFORMATION.**

THE DEADLINE FOR THE AUGUST NEWSLETTER IS JULY 1, 1986

U.S. INSTITUTE FOR THEATRE TECHNOLOGY, INC.
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8/July 1986