



stevens **dramatic** society



GBM 3: *The Prom* Postmortem & Eboard Nominations

— April 12, 2023 —



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Admitted Students' Day Org Fair



Let us know if you'd be interested in helping out at the org fair for admitted students in the UCC TechFlex! We can have up to 2 people table-sitting at a time.

Dates & Times:

Saturday, April 15th & Sunday, April 16th, 2:00pm - 4:30pm (1:30pm setup both days)



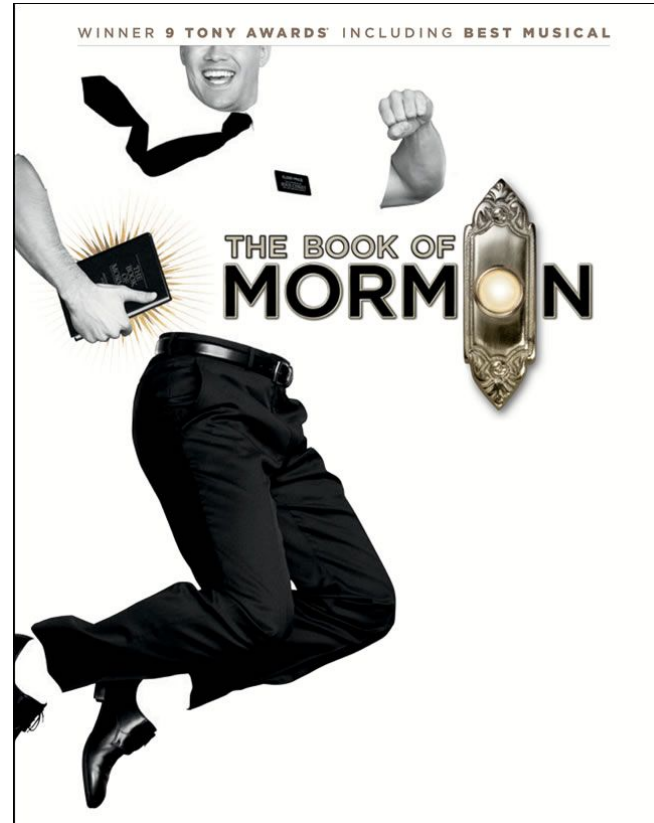
Broadway Trip: The Book of Mormon



Date: Sunday, April 23rd at 2PM

Sign up to attend [HERE!](#) The form opens on **THURSDAY, APRIL 13TH AT 9PM**. First 20 people to sign up will receive a ticket. All late sign-ups will be put on a waitlist should one of the first 20 forfeit their ticket.

You must pay for your ticket (\$5) by **April 19th** otherwise it will be forfeited.



Senior Information



Please fill out the forms below regarding if you want to be added to the alumni list, if you want a senior spotlight (we want to highlight you guys!!) and if you would like a graduation cord.

[Senior Spotlight](#) (closes April 26th)

[Alumni List Form](#) (closes May 4th)

[Graduation Cords Form](#) (closes May 4th)



Postmortem



The Prom Impact

- Over 655 people attended our shows
 - 264 of those attendees were students
- Donating \$400 to the Trevor Project
- Over 35 unique names in our playbill - probably one of the largest teams we have had in the past decade
- Countless positive accolades
- Linda cried - “best show in 40 years...you waited until I left, didn’t you”

Professionals



What did you think of our professionals?

- Did you feel you got along with the professionals/they got along with each other?
- Did you feel they adequately performed their duties?
- How did you feel about communicating with the professionals?
- Was there any part of the professionals' process you felt was missing or that you disagreed with?
- As students did you feel comfortable working with these professionals?
- What would you like to see more or less of from the professionals?
- Would we definitely/definitely not want to work with them again?

Rehearsal/Production Process



What did you think of the rehearsal process?

- How did you feel about the audition process?
 - How did you feel about the timing of the audition process?
- How was scheduling?
- Did everyone feel used during rehearsal time?
- How was the production schedule?
- How did we feel about utilizing President's Day and Spring Break for rehearsal?
- Did everyone have adequate access to the pcard?
- Did everyone feel like a unit? (Cast and crew together?)
- Did you like how rehearsals were structured? Were there enough breaks?
- Did you feel any major information was not provided to you?
- How did you feel going into tech, during tech, after tech?

Production



What did you think of this production?

- Did you find the show to be enjoyable?
- Was any part of the show itself challenging?
- Were there any aspects of this show that were too challenging?
- Was there anything you absolutely hated about the show?
- What would you like to see more of/less of in future shows?

Using the timeline we used this semester, would we be willing to sacrifice a week of rehearsal time for a second weekend of shows?

- *Assuming the water main didn't break and that we didn't have 92 COVID scares.*

EBoard



What did you think of the eboard?

- Were you able to communicate with us about problems, issues or suggestions?
- Was there good communication between cast, crew, proboard, eboard and professionals?
- Were your roles and expectations in the show adequately defined at the beginning of the process?
- Do you think adequate changes were made/problems were addressed following our mid-production meeting (or any other discussion you may have had throughout the process)?

Other thoughts?



Looking Forward

Fall/Summer Show Suggestions

Submit your suggestions for Fall Play [here](#), and for Summer Shows [here](#)! Summer Show form also includes interest in leading the production as Producer, Director, or Production Manager.

We will be holding a Fall Play discussion on May 3rd.



Bylaws Changes

Splitting the Role of President and Producer



- We want to split the workload of President and Producer, which would allow the President and/or Producer to be a larger part of the show.

Splitting the Role of President and Producer



Section 1 President

- A. To preside over the General Body and Executive Board Meetings,
- B. To call Special Meetings, when necessary,
- C. To create committees with the consensus of the Executive Board,
- D. To act as Producer for all productions of the Society **should no other Society member be elected as Producer,**
- E. To approve, with the Business Manager **and Producer,** a budget in accordance with current Student Government Association regulations,
- F. **Conduct, with the Producer, professional interviews, the Mid-Production Meeting, and Postmortem, respectively for applicable shows**
- G. **Meet weekly with the Producer, should it be someone other than themselves, during the production process,**
 - **These meetings can be as a part of the Weekly Executive Board meeting should that be decided upon.**
- H. To be the official representative of the Society to any party not described in the Bylaws or Constitution of this Society, and
- I. To conduct the external correspondence of the Society.

Splitting the Role of President and Producer



Producer

1. Oversee all aspects of the production,
2. Help ensure the creative vision of the professionals and production board are upheld throughout all aspects of the production,
3. Work with the Business Manager and President to establish a budget for the production,
4. Conduct, with the President, professional interviews, the Mid-Production Meeting, and Postmortem, respectively for applicable shows,
5. Meet weekly with the President, should it be someone other than themselves, during the production process,
 - a. These meetings can be as a part of the Weekly Executive Board meeting should that be decided upon,
6. Assist in auditions by providing society feedback and history to the professionals,
 - a. Should the Producer be auditioning, at least one other Executive Board member must sit in their place,
7. Serve as the Production Manager should there be no other interest,
8. Assume other responsibilities as determined by the Executive Board.

President and Producer Can Be in the Show



- Same as the Producer being the Set Designer (in terms of power distribution)
 - Game of who is the boss of who, but it just takes someone mature to set guidelines at the beginning of the process
 - Ultimately, we should not be hiring professionals who do not respect us and our roles anyway

Creation of a Minor Board



- Include Producer
- Include Show Publicity (should the society decide to do so at GBM 1 of the semester, as it would be show dependent)
- One semester terms
- More positions can be added in the future (through a Bylaws change) if the society chooses to do so

Creation of a Minor Board



Article V: Minor Board

- A. The following positions make up the Minor Board.
 - a. Elections of the Minor Board follow the same process and guidelines as specified in Section III.
 - b. Minor Board terms are one-semester terms and the specifics of when the election occurs are specified in each defined role below.
 - i. Producer, for the upcoming semester, shall be nominated during the second to last GBM of the semester prior and elected during the last GBM of the semester prior.
 - ii. Show Publicity should be nominated and elected during the first GBM of the semester they will serve.
 - c. These positions are one-semester terms.
 - d. The Minor Board is open to any voting members of the Stevens Dramatic Society, including Graduate students.
 - e. All members of the Minor Board are eligible to participate in the show in any capacity they choose.
 - f. The roles of each position include, but are not limited to:
 - i. Producer

Creation of a Minor Board



ii. Show Publicity

1. Assist the Publicity Manager in all matters related to publicity surrounding the production,
2. Run social media platforms for the production timeline,
3. Creation and distribution of show-related publicity,
4. Assume other responsibilities as determined by the Executive Board,

EBoard Nominations

Elections



Wednesday, May 3rd at 9pm

Each candidate will give a speech followed by Q&A. After all nominees of a position have spoken, the society will discuss and vote via closed elections.

Speech times:

- President: 5 minutes
- VP, BM, PM, Producer: 3 minutes
- JMAL: 1 minute



Roles We'll Be Electing

1. President
2. Vice President
3. Business Manager
4. Publicity Manager
5. Junior Member at Large (JMAL)
6. Producer (*pending Bylaws change*)

Who can run?

Anyone who meets the requirements of being an SDS Member can run for EBoard. If you're unsure, check the [Membership Sheet!](#)

President



What is the role of President?

1. To preside over the General Body and Executive Board Meetings,
2. To call Special Meetings, when necessary
3. To create committees with the consensus of Eboard
4. *To act as Producer for all productions of the Society,*
5. To approve the budgets with the Business Manager
6. To be the official representative of the society
7. To conduct external correspondence of the Society

Talk to: Gab Poska, Charlie Beall, Cam Clifford

Vice President



What is the role of Vice President?

1. To assume the duties of the President in the latter's absence,
2. To record the minutes of all General and Executive Board Meetings,
3. To manage internal publicity among current members, including notification of meetings,
4. To maintain memberships and a log of the shows they partake in
5. To let everyone know who can be nominated for each office prior to nominations
6. To be a member ex-officio of all committees, and
7. To schedule and secure reservations of rooms for all Society activities.

Talk to: Kera McGovern, Charlie Beall

Business Manager



What is the role of Business Manager?

1. To manage the society's finances
2. To prepare budgets
3. To seek reimbursements in compliance with SGA regulations
4. To disburse money for approved expenditures
5. To be the representative of SDS to the SGA on all matters concerning budget and finance

Talk to: Charlotte Lee, Gab Poska

Publicity Manager



What is the role of Publicity Manager?

1. To be responsible for any external publicity
2. To coordinate the designing and printing of all tickets, posters, T-shirts, playbills and any other promo material for the show

Talk to: Luke Magette, Isabella Cruz, Chris Ocker

Junior Member at Large (JMAL)



What is the role of JMAL?

1. To organize and prepare all social functions of the Society and to promote these functions within the Society,
2. To distribute a newsletter of a consistent format, three (3) times per semester to the alumni of the society, and
3. To assist Board members in their duties, as needed.

Really, you're there to help the Eboard do its thing. You organize the cast party, write our alumni newsletter, and run membership events like Bowling and Showtunes, the Cabaret, and the Broadway show trip!

Talk to: Rachel Germain, Carly Teitelbaum, Sofia Lopez, Charlie Beall, Cam Clifford

Producer



What is the role of Producer?

1. Oversee all aspects of the production,
2. Establish a budget for the production,
3. Assist with professionals interviews, mid-production meeting, and postmortem,
4. Check in weekly with the President,
5. Sit in on auditions,
6. Serve as/assist with Production Manager,
7. Assume other responsibilities as determined by the Executive Board

Talk to: Gab Poska, Cam Clifford, Charlie Beall

Next Meeting: Elections

Wednesday, May 3 at 9pm, Room TBD

