

## Dance Program Communication

### Email and Listservs

“The University of Minnesota provides students with an email account upon the student's matriculation to the institution. This account is free of charge and currently is active as long as the student remains active.

A University assigned student email account will be the University's official means of communication with all students. Students are responsible for all information sent to them via their University assigned email account. If a student chooses to forward their University email account, he or she is responsible for all information, including attachments, sent to any other email account.”

[http://policy.umn.edu/groups/ppd/documents/policy/email\\_pol.cfm](http://policy.umn.edu/groups/ppd/documents/policy/email_pol.cfm)

The Dance Program uses email to communicate important notices to Dance major students.

Many Dance courses will use email to communicate course syllabi, assignments and other pertinent information.

The Dance Program and Department of Theatre Arts and Dance maintain community listservs to communicate internal and external opportunities:

<http://www.theatre.umn.edu/PDFfiles/0910TADemailpolicy.pdf>

### Barker Center Posting Boards

<https://assets.cla.umn.edu/wbaq/tad/pdf/TADSpaceSecurityPolicy.pdf>

### Office Hours

Dance majors are encouraged to utilize faculty office hours or request individual appointments to discuss questions or concerns related to a course, or to seek feedback and support outside the classroom.

[http://www.policy.umn.edu/groups/senate/documents/policy/instructor\\_resp.cfm](http://www.policy.umn.edu/groups/senate/documents/policy/instructor_resp.cfm)

### Student Representation

Dance majors are encouraged to voice suggestions, questions, and concerns with the Director of Dance in addition to relevant faculty, staff, and departmental peer representatives. Representatives of the

Student Dance Coalition will be provided opportunities to meet with the Director of Dance on a regular basis during the academic year. The Director and core faculty will take student suggestions and concerns under appropriate advisement.