

**STATE MEET
HONOR CREW
COLLEGE**



ONE-ACT PLAY CONTEST

May 11, 2016

Dear State College Crew Member:

Please read this information carefully.

The State Meet OAP Contest is scheduled May 23-25. This College Crew will meet for orientation Sunday, May 22 at 3:00 pm.

Bass Crew will meet in the Bass Concert Hall on the campus of The University of Texas at Austin.

Austin ISD Crew will meet at the Austin ISD Performing Arts Center. 1500 Barbara Jordan Blvd.

You should bring appropriate clothes for backstage work: no open-toed shoes, dark colors. Business attire is appropriate House or Theatrical Design crew.

Your crew assignment is included in this packet and schedule. Please bring appropriate attire for the job indicated. Backstage workers should have black clothes. (A T-Shirt is provided for Student and College Honor crew) Front of House workers should dress business-like with comfortable shoes for all. You will be on your feet for many hours no matter what crew you are working.

Please Note – UT Policy for student workers: UT-Austin students are not permitted to work more than 29 hours total for the three days. UT students will need to fill out an electronic timesheet accessed with your EID.
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Students from other colleges may not exceed 40 hours total for the three days. Students from other colleges will need to sign in and out each day and total their hours.
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If illness, disaster or acts of nature make it necessary for you to withdraw from honor crew participation, call me (512-471-9996 or 471-4517) immediately!

We are looking forward to your participation in an outstanding educational theatre experience.

Sincerely,



Luis Muñoz
State Theatre Director

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ONE-ACT PLAY CONTEST

STATE MEET CREW ASSIGNMENTS BY ASSIGNMENT

Schedule A (6:15 am – Noon or until 4th rehearsal is complete) and 3:00 pm – 7:30 pm
Schedule B (11:30 am – 3:30 pm and 7:00 pm – 11:00 pm) A = AISD B = BASS

Name (By First Name)	Assignment	Theatre	Schedule (SHIFT)
Chad Promise	ACM	A	A & B
Craig Hertel	ACM	A	A & B
Micky Pelletier	ACM	A	A & B
Andrew Ramirez	Asst Stage Manager	B	A
Apache Maxwell	Asst Stage Manager	B	A
Brian Francis	Asst Stage Manager	B	B
Estevan Rivera	Asst Stage Manager	A	A
Garrett Jackson	Asst Stage Manager	A	A
Jason Quach	Asst Stage Manager	A	B
Sarah Opersteny	Asst Stage Manager	B	B
Trey Taylor	Asst Stage Manager	A	B
Aleah Petmecky	Asst Stage Managers	B	A
Joan Alverenga	Asst Stage Managers	B	A
Kalynn Reeves	Asst Stage Managers	B	B
Kara Alford	Asst Stage Managers	A	A
Kristen Olquin	Asst Stage Managers	A	B
Halani Harber	Asst Student ACM	B	B
Praveena Javvadi	Asst Student ACM	B	A
Carla Schumann	Asst to Luis	A & B	A & B
Amy Medina HEAD	Call Supervisor	A	A & B
Libby Rotan	Call Supervisor	B	A & B
Allison Bristol	Caller/ Host	B	B
Andrew Aaron Valdez	Caller/ Host	B	A
Au'Tyana Turner	Caller/ Host	A	A
Chelsea Kettering	Caller/ Host	B	B
Christina Gibson	Caller/ Host	B	A
Danielle Trubenstein	Caller/ Host	B	A
Emily Favian	Caller/ Host	A	A
Forrest Swanson	Caller/ Host	A	A
Hannah Fuller	Caller/ Host	A	B
Helen Lewis	Caller/ Host	B	A
Hope Heard	Caller/ Host	A	A
J. Dylan Gibson	Caller/ Host	B	B
Jamielee Jakubowski	Caller/ Host	B	B
Jessie Clites	Caller/ Host	A	B
Justin LaVergne	Caller/ Host	B	A
Kennedy Box	Caller/ Host	A	B
Maelbi Calderon	Caller/ Host	B	A
Marcus Speed	Caller/ Host	B	B
Matthew Hernandez	Caller/ Host	B	A
Shelby Parrot	Caller/ Host	A	B
Jerry Ivins	Contest Manager	B	A & B
Robin Robinson	Contest Manager	A	A & B
Abby Kraemer	House Crew	B	B
Aimee Fields	House Crew	A	B
Anne Bridges	House Crew	B	A
Audra Lewallen	House Crew	A	B
Belinda Phillips	House Crew	A	B
Beth Grace (SUB) For Jennifer Barker	House Crew	A	B
Bobby Ramirez	House Crew	B	A
Bryan Holder	House Crew	B	B

Christina Lee	House Crew	A	A
Christy Moss	House Crew	B	A
Clayton Berger	House Crew	B	B
Cynthia Heard	House Crew	A	A
Deidre Dallas	House Crew	A	A
Denise Schulte	House Crew	B	A
Donita Willis	House Crew	A	B
Dylan Gibson ?????	House Crew	B	A
Emili Ramos	House Crew	B	B
Erin Cearley	House Crew	B	B
Genevieve Rodriguez	House Crew	B	B
Gloria McLuckie	House Crew	B	B
Hec Knutson	House Crew	B	A
Henrietta Haynes	House Crew	B	A
Holly Stone	House Crew	B	B
Jana Tiller	House Crew	A	A
Jeremy Barrow	House Crew	B	A
Jerre Delaney	House Crew	B	A
Jessica Bentley	House Crew	A	A
Jessica Reagan	House Crew	A	B
Jill Wilkinson	House Crew	B	A
John Poteet	House Crew	B	B
Joyce Blain	House Crew	B	A
Kallie Roy	House Crew	A	A
Kelly Switzer	House Crew	B	B
Kerri Ramos	House Crew	A	B
Laura Garcia	House Crew	B	A
Leslie Tatum	House Crew	A	B
Lisa Newton	House Crew	B	A
Lisa Wright	House Crew	B	A
Madison Sutton	House Crew	B	A
Melissa Toomer	House Crew	B	A
Michael Arellano	House Crew	B	B
Molly Alvarado	House Crew	B	B
Nina Saunders	House Crew	B	B
Obelea Rue	House Crew	A	A
Pam Keton	House Crew	A	B
Pat Ramirez	House Crew	B	B
Paul Shaffer	House Crew	B	A
Randall Doud	House Crew	B	B
Rhonda Reed Roberts	House Crew	B	B
Rosanna Pilcher	House Crew	A	B
Samantha Fields	House Crew	B	B
Sarah Feimeister	House Crew	A	A
Sarah Winters	House Crew	B	B
Shannon Greco	House Crew	A	B
Stacey Raymer	House Crew	A	A
Stephanie Berry Ball	House Crew	B	A
Stephanie Winters	House Crew	B	A
Tabitha Cahanin	House Crew	B	A
Taylor Jarman	House Crew	B	B
Thomas Haase	House Crew	B	A
Tim Tatum	House Crew	A	B
Vicki Anderson	House Crew	B	A
Vicki Dillard	House Crew	A	B
Vivian Warren	House Crew	A	A
Wes Naron	House Crew	B	A
Karen King	House Manager	B	A & B
Tana Howard	House Manager	A	A & B

Brian Hamlin	Integrity & Judge Host	A	A & B
Connie McMillan	Integrity & Judge Host	B	A & B
Camryn Cato	Light/ Sound Crew	A	B
Chris Coley	Light/ Sound Crew	B	A
Dawson Culbreth	Light/ Sound Crew	B	B
Eric Secor	Light/ Sound Crew	B	A
Haylee Page	Light/ Sound Crew	B	B
HEAD	Light/ Sound Crew	B	A
HEAD	Light/ Sound Crew	B	B
Jared Pereida	Light/ Sound Crew	B	A
Jordan Scott	Light/ Sound Crew	A	A
Jordan West HEAD	Light/ Sound Crew	A	A
Kira Barone	Light/ Sound Crew	A	A
Macey Hines	Light/ Sound Crew	B	A
Maria Taylor	Light/ Sound Crew	B	A
McCoy Rasco	Light/ Sound Crew	B	B
Mia Alvarado	Light/ Sound Crew	B	A
Tyra Montgomery	Light/ Sound Crew	B	B
Whitney Gilliam	Light/ Sound Crew	A	B
Kathyrine Eader	Lighting Director	B	A & B
Matthew Smith	Lighting Director	A	A & B
Antonio Aguirre	Photography	A	A
Daniel Aguilar	Photography	A	B
Daniella Hernandez	Photography	B	A
Deonte Sanseverino	Photography	A	B
Elizabeth Rodriguez	Photography	B	A
Jessica Benson	Photography	B	A
Kennedy Paris	Photography	A	B
Kiera Cipriano	Photography	B	A
Kyleigh Spears	Photography	B	A
Litzy Martinez	Photography	A	B
Logan Beltran	Photography	A	A
McKenzie Arrott	Photography	A	A
Michael Phillips	Photography	A	B
Nahely Cardiel	Photography	B	B
Rebecca Tollison	Photography	B	B
Roxanna Taylor	Photography	A	A
Iris Gomez	Scho-Show	A	A & B
Melissa Hinojosa	Scho-Show	B	A & B
Alexander Clark	Stage Crew	Bass	A
Lance Morse	Stage Crew	Bass	A
Mary Wadlington	Stage Crew	Bass	B
Briselda Rivera	Stage Crew	B	B
Cameron Collins	Stage Crew	A	B
Cecilia Diaz	Stage Crew	A	A
Cody Moore	Stage Crew	B	A
Crystal Grimaldo	Stage Crew	A	B
Dornell Crist	Stage Crew	A	B
Elijah Green	Stage Crew	B	B
Fernando Arana	Stage Crew	B	B
Gary Chappell	Stage Crew	B	B
Jarod Carvajal	Stage Crew	A	B
Jeffrey Smith	Stage Crew	B	A
Jesse Martinez	Stage Crew	B	A
Jessica Brewster	Stage Crew	A	B
Jose Gonzalez	Stage Crew	B	A
Kathleen Myron	Stage Crew	B	A
Katrina Yordy	Stage Crew	B	A
Kaylyn Erskins	Stage Crew	A	A

Kelli Bartos	Stage Crew	B	B
Leyna Kennedy	Stage Crew	A	A
M'Kayla Hardy	Stage Crew	B	A
Mason Miller	Stage Crew	A	B
Melissa Briseno	Stage Crew	A	A
Michael Stevens	Stage Crew	B	A
Natalie Shipley	Stage Crew	B	A
Nelson Ortega	Stage Crew	B	B
Race Ricketts	Stage Crew	A	A
Savanah Lewis	Stage Crew	A	A
Scott Crew	Stage Crew	B	B
Sydney Johnson	Stage Crew	B	A
Tatiana Cortez	Stage Crew	B	B
Toby Smith	Stage Crew	B	A
Tyler Woehl	Stage Crew	B	A
Victor Muniz	Stage Crew	B	B
Yanelly Vargas	Stage Crew	B	B
Yessmean Moharram	Stage Crew	B	B
Carla S / David Wellbaum	Stage Manager	B	B
Carla S/ Greta Peterson	Stage Manager	B	A
Madeline Tinney	Stage Manager	A	A
Melody Collier	Stage Manager	A	B
Amy Jordan	Stage Supervisor	A	A & B
Megan Thompson	Stage Supervisor	B	A & B
Devin Barbee	Student ACM	B	A
Katarina Antolovic	Student ACM	A	A
Laurenn Reynolds	Student ACM	B	A&B
Michael Donaldson	Student ACM	A	B
Susannah Wisdom	Student ACM	B	B
Grace Debatez	Th Design Crew	B	A
John Ogden	Th Design Crew	B	A
Stephanie BallB	Th Design Crew	B	A
Ron Watson	ThD Contest Director	B	A & B
Rachel Gomez	Theatrical Design Host	B	Contest
Cindy Law	Timekeeper	B	Contest
Sherry Frank	Timekeeper	B	Contest
Toby Drake	Timekeeper	B	Contest
Cindy Timms	Timer Supervisor	A	Contest
Clint Cottom	Timer Supervisor	B	Contest

**HONOR CREW GENERAL RULES
OAP STATE MEET**

- ◆ **Sign in and out each time you leave.**
- ◆ **Don't be late. Official time is the clock tower.**
- ◆ **Take a shower everyday.**
- ◆ **Eat at least once everyday.**
- ◆ **No bad language. No alcohol. No cigarettes to minors.**
- ◆ **No food or drinks (except water) on stage.**
- ◆ **Cell phones shall NOT be turned on while on stage or in the house. They may be used only in Greenroom or outside the building.**
- ◆ **Smile. This is fun.**
- ◆ **Don't talk about the productions good or bad.**
- ◆ **You MUST work the rehearsal to work the show.**
- ◆ **If you want to support the companies simply say "Good Show".**
- ◆ **Don't get in the way. If you are watching a show it should be from the balcony or from the far wings.**
- ◆ **Don't wander around the building. Stay in the greenroom when not involved with a show.**
- ◆ **Wear your name tag at all times in the building. It is also your "ticket" to watch shows from the house.**
- ◆ **Always enter and exit through the East Security Doors by the Greenroom. Do NOT use the loading dock entrance.**
- ◆ **If a show is disqualified do not comment in anyway.**
- ◆ **Keep the greenroom clean. There is no maid service.**
- ◆ **Keep your voice down. Sound travels better than you think from the Greenroom to the stages.**
- ◆ **Don't invite anyone extra into the Greenroom. Crew members and Honor Crew sponsors only.**
- ◆ **Check out at the Bass coat check to get your certificate on Wednesday night.**

LOAD-IN PROCEDURES

- Assemble all rolling carts and several wardrobe racks at the loading dock.
- ALL Crews help with load-in. Callers should be available to coordinate taking costumes to dressing rooms or holding areas. One caller should remain at the caller's table during the load-in.
- Pre-cut spike tape into small (1" – 1.5") pieces and attach to a coat hanger for spiking.
- Consult the color chart to make sure that you know which schools are which colors.
- Do not load anything until a Stage Manager tells you to.
- Spike ALL items, preferably on the bottom or underside of furniture and take to the designated storage area for that school.
- Do not run, but be quick about storing and spiking items. We only have 1 hour to load in all shows. Remember to take care when moving large or delicate items to prevent damage to the items and to yourself.
- Participating Company members are NOT allowed to enter the backstage area during load-in. They should hand-off items to Honor Crew for spiking and storage once the stage manager has checked the item off.
- If something gets damaged or broken, let Technical Director or a Stage Manager know immediately.
- When the last show is loaded – in and all scenery is properly stored you may return to the Greenroom for a donut. Company meeting begins at 7:30 only crew heads must be present for this meeting to be introduced to the companies. You should remain quiet when on-stage until the company meeting is over.

University of Texas at Austin
GENERAL GUIDELINES FOR ESTABLISHING VOLUNTEER RELATIONSHIPS

(VOL-A1 / June 25, 2013)

A University volunteer is an individual who, without the expectation of compensation, performs services directly related to the business of the University. The purpose of these guidelines and the associated forms is to provide University departments with a process that will assist them in properly selecting volunteers, obtaining needed information, and assuring that both the volunteer and the University understand the parameters of the volunteer relationship. Under the Federal Fair Labor Standards Act, a current non-exempt employee cannot be both a paid employee and a non-paid volunteer while performing the same type of work for the same employer. Consult HR if you have questions regarding current University employee volunteers.

To qualify as a University volunteer, an individual must meet the minimum qualifications to perform the work assignment and be willing to abide by the University policies and regulations that govern their actions. Departments are responsible for establishing their own volunteer position descriptions and screening process. However, volunteers that are to be assigned to a security sensitive position are required to undergo a screening process, similar to a regular employee, to determine their qualifications and fitness for the assignment, including, but not limited to an interview, reference check and criminal background check. Depending upon the function, volunteers must also meet any necessary licensing and certification requirements.

A University volunteer may not perform any work until he or she has completed and signed the volunteer application and the volunteer assignment detailing the work to be performed and agreeing to the relationship of the volunteer to the University. A volunteer under the age of eighteen may not perform any work without the consent of their parent or legal guardian.

Departments are responsible for providing their volunteers with the necessary training and supervision to safely carry out their assigned volunteer activities. If the volunteer assignment includes working with machines or equipment, a volunteer cannot perform any work until successful completion of training has been documented. In addition, volunteers working with machines or equipment must be provided with appropriate personal protective equipment.

Volunteers are not considered employees for any purpose. Volunteers are University Affiliate (affiliated worker) positions in HRMS. They are not eligible for retirement, health benefits, or workers' compensation as a result of their volunteer status. Although a volunteer does not have the same health benefits and liability protections as a regular employee, there are State and Federal laws that provide volunteers with limited protections from exposure to personal liability while performing duties within the scope of their assignment. In order to assure that volunteers benefit from these protections from personal liability, it is important for departments to specify the scope of their job duties in a written position description at the time of their assignment.

Volunteers serve at the pleasure of the University. Accordingly, a volunteer assignment can be terminated at the discretion of the University at any time, without notice or cause or recourse.

University of Texas at Austin
VOLUNTEER APPLICATION

(VOL-B1 // June 25, 2013)

Volunteer Applicant Last Name	First	Middle	
Home Address: Street	City	State	Zip Code
Home Phone	Mobile Phone	Email	
Drivers License # State Issued	Highest Education Completed/Training/Licenses		
Current Employer	Position		
Have you ever worked for the University of Texas ? If yes, dates of employment, department and job title.			
Have you ever been convicted of a crime other than minor traffic violations? If yes, please explain.			
Emergency Contact Name	Relationship	Phone(s)	

REFERENCES:			
Name:	Relationship	Name:	Relationship
Address:	Phone	Address:	Phone

I understand and agree that I am volunteering solely for personal purposes and without any promise or expectation of compensation, fees, benefits or future employment with the university. I further understand and agree that my volunteer service may be terminated at any time without cause or recourse.

I understand and agree to abide by the rules, policies and procedures of the University of Texas at Austin and all applicable State and Federal laws. Further, I will familiarize myself with such laws, rules, and policies, including conduct, confidentiality, conflicts of interest, ethical behavior, equal opportunity, compliance and safety.

In consideration of my participation as a volunteer, I hereby release and agree to indemnify and hold harmless the University of Texas and its officers, employees and agents from any liability for any loss, cost, or damage to me or my property arising out of or in connection with my activities or performance of my volunteer work. I agree that all information, property and materials received and/or created by me in connection with performance of my volunteer work are property of the University and I will return them promptly upon request or termination of my service.

I certify that all statements in this application are true and complete to the best of my knowledge. I understand that the University of Texas is a government agency and that this application is a government document and that making false statements on a government document is a violation of law. I hereby give the University permission to inquire into my education, references, driving record, employment, and volunteer history.

Signature of Volunteer Date

University of Texas at Austin
VOLUNTEER (MINOR) CONSENT OF PARENT OR LEGAL GUARDIAN
 (Required for Volunteers Under 18 Years of Age)

(VOL-B3 // June 25, 2013)

Volunteer Last Name	First	Middle	
Home Address: Street	City	State	Zip Code
Date of Birth	Drivers License # State Issued		
Honor Crew			
Volunteer Position/Job Title:			
Assist with event operations during the UIL Academic State			
Meet under the direction of the UIL Academic Director.			
Summary of Volunteer Position/Job Duties:			

I certify that I am the parent/guardian with legal responsibility for the above named volunteer. I have read the volunteer assignment position description above and I hereby grant my permission for him/her to participate as an unpaid volunteer for the University of Texas at Austin. I affirm that I understand that he/she must abide by all University policies and regulations and that he/she will serve at the pleasure of the University. I further hereby consent and agree to his/her release as provided in the volunteer application, and for myself, my heirs, assigns, and next of kin, I hereby release and agree to indemnify and hold harmless the University from any and all liabilities arising out of or incident to my minor child's involvement as a Volunteer, to the fullest extent permitted by law.

Signature of Parent or Guardian Date

Print Parent or Guardian Last Name First Middle

Home Address: Street City State Zip Code

University of Texas at Austin
VOLUNTEER PHOTO RELEASE

(VOL-D3 // June 25, 2013)

Volunteer Last Name	First	Middle	
Home Address: Street	City	State	Zip Code

Photo Release

In consideration of and as a condition of the volunteer opportunity offered to me by the University of Texas at Austin, I, the above named volunteer, hereby grant the University of Texas at Austin permission to publish and use without obligation in print, electronic or video format, for educational, public relations, publicity and promotional purposes for the use and benefit of the University, any photograph, likeness or image of myself either alone or with others and any stories, illustrations and accounts in which I appear in connection with my volunteer service. I understand and agree that I am to receive no compensation of any kind, monetary or otherwise, on account of or arising from the production, publication, recording, rebroadcasting, or other use of such material.

Signature of Volunteer _____ Date _____

Witness Signature (Volunteer Supervisor): _____ Date _____