

# ARTS ADMINISTRATION, CERTIFICATE

(Code 060-602)

The **Certificate in Arts Administration** provides students with a core body of knowledge and skills to effectively manage community or institutionally based arts organizations and provides a foundation for continued study in arts administration. Emphasis is placed on management and communication skills useful to administrators of arts enterprises. The 18-credit program includes an arts management seminar, an immersive arts leadership course, three (3) credits of internship experience, and elective courses.

Code	Title	Credits
Eighteen semester credits, including:		
IDIS 410	Arts Administration Seminar	3
THEA 300	Leadership in the Arts	3
OR		
An additional internship in arts administration (MUSI 498 or THEA 498)		
Three credits from one of the following internship courses: <sup>1</sup>		3
MUSI 498	Music Internship	
THEA 498	Theatre Arts Internship	
Nine credits from at least two different department areas (see stipulations below)		9
<b>Total Credits</b>		<b>18</b>

<sup>1</sup> The internship must be in arts administration with clear learning outcomes appropriate to the discipline. It may consist of a single 3-credit internship experience or multiple experiences that add up to 3 credits. Although the course listing is a THEA or MUSI course, the internship experience itself may be from any arts discipline with department permission.

A combined total of at least 9 credits from the listings below, with the following stipulations:

1) Courses used to complete major requirements do not count toward completion of the certificate.

2) Students must take at least three (3) credits from Group A (ART, ARTH, DNCE, HIST, IDIS 303, MUSI, THEA) and at least three (3) credits from Group B (ACCT, BSAD, BCOM, CJ, ENGL, IDIS 190, MGMT, MKTG). The remaining three (3) elective credits may come from either group.

Code	Title	Credits
<b>Group A</b>		
<b>Art Area:</b>		
ART 105	Introduction to the Visual Arts	
<b>Art History Area:</b>		
ARTH 109	Art of the 20th Century	
ARTH 111	Global Art History to 1400	
ARTH 112	Global Art History Since 1400	
ARTH 333	Themes in Contemporary Art	
ARTH 350	Travel Opportunities in Art	
ARTH 389	Methodologies of Art History	
<b>Dance Area:</b>		

DNCE 101	Dance Appreciation
----------	--------------------

#### History Area:

HIST 380	Museums in the United States
----------	------------------------------

#### Interdisciplinary Studies:

IDIS 303	Understanding the Arts
----------	------------------------

#### Music Area:

MUSI 110	Music Appreciation
----------	--------------------

MUSI 111	Global Roots of Music in the United States
----------	--

MUSI 112	History of Rock and Pop
----------	-------------------------

MUSI 114	Evolution of Jazz
----------	-------------------

MUSI 224	Music and Gender
----------	------------------

MUSI 225	Global Traditions in Music
----------	----------------------------

MUSI 307	Music in the United States
----------	----------------------------

#### Theatre Area:

THEA 101	Theatre Appreciation
----------	----------------------

THEA 121	Introduction to Technical Theatre
----------	-----------------------------------

THEA 171	Assistant Stage Manager
----------	-------------------------

THEA 221	Introduction to Design
----------	------------------------

THEA 271	Stage Management
----------	------------------

THEA 335	Drama in Education
----------	--------------------

THEA 371	Stage Manager/Assistant Director/ Assistant Choreographer
----------	--

THEA 377	Publicity/Program Design
----------	--------------------------

THEA 379	House Manager
----------	---------------

THEA 421	Touring Theatre
----------	-----------------

THEA 434	Theatre Arts Management
----------	-------------------------

#### Group B

#### Accounting Area:

ACCT 201	Introduction to Accounting
----------	----------------------------

#### Business Administration Area:

BSAD 105	Essentials of Accounting
----------	--------------------------

BSAD 115	Essentials of Human Resource Management
----------	---

BSAD 125	Essentials of Marketing
----------	-------------------------

BSAD 130	Essentials of Management
----------	--------------------------

BSAD 135	Essentials of Business Communication
----------	--------------------------------------

BSAD 140	Essentials of Information Systems
----------	-----------------------------------

BSAD 145	Essentials of Business Law
----------	----------------------------

BSAD 155	Essentials of Leadership
----------	--------------------------

BSAD 300	Equity, Diversity, and Inclusion in the Workplace
----------	---

BSAD 305	Legal and Regulatory Environment
----------	----------------------------------

BSAD 306	Business Law
----------	--------------

#### Business Communication Area:

BCOM 206	Business Writing
----------	------------------

BCOM 207	Business Presentations
----------	------------------------

BCOM 317	Administrative Management
----------	---------------------------

#### Communication and Journalism Area:

CJ 184	Multimedia Communication
--------	--------------------------

CJ 201	Introduction to Interpersonal Communication
--------	---

CJ 202	Fundamentals of Speech
--------	------------------------

CJ 203	Fundamentals of Human Communication
CJ 205	Listening
CJ 250	Introduction to Organizational Communication
CJ 260	Introduction to Integrated Strategic Communication
CJ 307	Small Group Communication
CJ 318	Topics in Communication and Social Advocacy
CJ 350	Human Resource Development
CJ 351	Strategic Event Planning
<b>English Area:</b>	
ENGL 409	Grant Proposal Writing
<b>Interdisciplinary Studies:</b>	
IDIS 190	Leadership for a Better World
<b>Management Area:</b>	
MGMT 300	Personal Leadership Management
MGMT 340	Organizational Behavior
<b>Marketing Area:</b>	
MKTG 330	Principles of Marketing

## Program Learning Outcomes

Students completing this program will be expected to meet the following learning outcomes:

- Understand the arts and their relevance in society today.
- Understand the managerial issues and techniques for arts organizations today.
- Demonstrate critical-thinking skills and communicate clearly when analyzing issues facing arts organizations today.