

FINE ARTS AND LECTURESHIPS EVENT APPLICATION

This form must be submitted at least 10 working days prior to the scheduled event. The event must be approved for FALS credit before it is advertised as such.

1. Submitted by: Date submitted:

2. Group Affiliation, if appropriate:

3. Event Coordinator: Phone:
Email Address for Notification of Approval/Disapproval:

4. Faculty/Staff Sponsor*: Phone:

Email Address:

*Required for events sponsored by a group

5. Date and Time of Event:

6. Name of presenter(s) and brief bio/credentials:

7. Title and Brief Description of Event:

8. How FALS Criteria are Met*:

*FALS Criteria may be found on page 2

9. Discipline(s) Enhanced by this Event:

10. Facility where the event will take place:

11. Additional facilities and equipment needed:

12. Class periods affected by this event:

13. Student attendance confidently expected for this event:

14. Budget expenditures:

15. Similar events that have been accepted:

16. Admission Fee:

Send Clear

FINE ARTS LECTURESHIP SERIES REQUIREMENT GUIDELINES

- FALS Criteria:** The FALS Committee will determine which events will be approved as part of the Fine Arts/LectureSHIP requirement, based on the following FALS criteria. Will the event help the student . . .
 - develop social awareness and a sense of responsibility to self and others?
 - acquire an appreciation and understanding of aesthetic values?
 - develop an appreciation for the historical and literary foundations of the western heritage, especially those related to the origin and development of democratic ideals and institutions?
 - gain knowledge of global cultures and issues, historic and/or contemporary?
 - develop a love for inquiry and learning which will endure throughout life?
 - broaden his/her tastes and expand his/her acceptance of contemporary or novel modes of expression (artistic, intellectual, philosophical) as befits the university experience?
- The FALS Committee** will meet as often as is deemed necessary and will report back to the Faculty Senate on a regular basis. (The Committee members will be selected by the Faculty Senate.)
- Events which involve Lander faculty, administration, or staff** as the main participants or speakers MAY be accepted, but the number of events will be limited: an individual Lander employee will be allowed to be the main participant of only one FALS event per academic year. It is up to that individual to decide what event to submit for FALS approval.
- Obligations of Sponsors:** Those wishing to sponsor a FALS event must obtain an application from the Office of Academic Affairs, fill out the application completely, and return it to Academic Affairs at least ten (10) working days prior to the event. Failure to completely fill out the application and/or submit the application on time may result in the disapproval of the event. A student group or an individual student requesting approval for a FALS event must find a faculty sponsor to submit the application and be responsible for the FALS cards. Only applications sent by faculty sponsors will be accepted. Sponsors may not advertise that an event is FALS approved until the FALS Committee has formally approved the event. If any information on the application is amended, i.e., the time or place of the event, the sponsor must contact the Chair of the FALS Committee through the Office of Academic Affairs well in advance of the event. Sponsors are responsible for handing out FALS cards before the event begins and collecting FALS cards at the end of the event. The sponsor/advisor of a student group or individual is responsible for picking up and returning FALS cards to the Office of the Registrar and Institutional Research. FALS cards are to be turned in on the next working day after the event has ended with exception of FALS cards for Greenville events. Those cards must be turned in within five (5) working days. It is the responsibility of the sponsor/advisor to make sure participating students are not given cards. Students participating in or required to attend FALS events are ineligible to receive FALS credit for that event. Students, with the exception of Presidential Ambassadors, will not distribute or collect FALS cards at approved events. Only FALS approved sponsors may receive cards from and return cards to the Office of the Registrar. FALS cards will not be accepted from students. There are no exceptions to this rule.
- Application Process:** An individual or group desiring to have an event accepted must appoint a faculty sponsor and apply to the FALS Committee through the Academic Affairs Office using the Application for Fine Arts and LectureSHIP Series form.
- Restrictions on FALS credit:**
 - (a) Students may receive FALS credit for only one performance of an event.
 - (b) No FALS credit will be given for any event for which Lander University academic credit is given.
 - (c) Annual events (e.g., Lander University Singers, Lander Dancers, etc.) that have been previously accepted by the FALS Committee need to re-apply every year.
 - (d) To maintain accurate records, Fine Arts/LectureSHIP Series events must be held on campus or, if off campus, organized and directed by Lander faculty or designated staff. The only exceptions to this guideline are the FALS events designated by the Office of Academic Affairs for students attending the University Center at Greenville.
- University Center Greenville events:** All students may attend FALS events on the Lander campus OR special FALS events that are scheduled in Greenville for University Center students.