



State University College at Cortland

P.O. Box 2000 Cortland, New York 13045

MEMORANDUM

TO: Tom Hischak, Chair
Personnel Steering Committee

FROM: Kevin Halpin

DATE: 26 February 2002

RE: Continuing Appointment

I am writing to submit myself as a candidate for continuing appointment in the Performing Arts Department here at SUNY Cortland.

I would like to express my gratitude for your unanimous support of my promotion to Associate Professor. As a member of this faculty I have enjoyed sharing the talents and expertise you all bring to enrich our program. In attending the various concerts and recitals presented by you and your students I have been enlightened and inspired. Unfortunately, my file is still held in that process so I cannot offer you my materials to review again now. Since you just recently completed the process for promotion, I hope that the file is still familiar enough for you to fairly assess my suitability for continuing appointment. The only materials I have to add are my Fall 2001 CTE's (including a written statement regarding the missing CTE's from Spring 2000) and some letters of support from faculty not already included in the file.

In my time here at Cortland, our program has started to grow and gain reputation. Students that are auditioning for well-established programs (Syracuse, Ithaca, Cincinnati Conservatory, etc.) are also now auditioning for our program. It is heartening that in a very short time we are being included in such a pool. I believe the success of my work as an artist and educator is most evident in the consistent growth of our students demonstrated in the various performances they have presented under my guidance. The very positive and supportive reaction from the campus and larger community is wonderfully encouraging. My students' willingness to take my guidance in class exercises and assignments, which do not always seem to fit "expected" agendas (like divorcing a lyric completely from its music to sufficiently explore the possibilities within the text itself) has helped them achieve a strong foundation of the skills required for success in musical theatre.

I deeply wish to continue the development of the musical theatre program at Cortland. I believe that the contributions I have made to the department, program and college have been important to the level of success we have already achieved and can be instrumental in continuing growth and success. The primary focus of my work here has been the establishment of the program. As the program becomes more stable, I look forward to the opportunity to serve on committees outside the department as well. By becoming more directly involved in campus wide issues, I hope I will be able to positively influence the direction of Cortland College as well as promote and support our department as a vital part of our institution. I believe there will be many opportunities for us to be instrumental in reaching across traditional department boundaries for interdisciplinary projects and courses, even now our production of *Godspell* has established collaboration with the media services office and the Communications Department through the video work included in the production. The imminent establishment of a teaching certification in theatre will provide an excellent opportunity for the Department of Performing Arts and the Education Department to collaborate.

I look forward to being part of what will be a very exciting time for our department and our institution.

Respectfully,

A handwritten signature in dark ink, appearing to read 'Kevin T. Halpin', with a stylized flourish at the end.

Kevin T. Halpin

State University of New York College at Cortland

Kevin T. Halpin
Department of Performing Arts

I. Mastery of Subject

- A. Masters of Fine Arts 1995 City University of New York, Brooklyn College-Theatre Directing
- B. Status of Degree (Terminal completed)
- C. Post Doctoral Study n/a
- D. Significant experience as a professional performer and Director Choreographer (*see Appendix A)

II. Excellence in Teaching

- A. Teaching Experience

| Dates | Academic Rank | Areas Taught | Institution |
|--------------|----------------------|---|--|
| 8/99-Present | Assistant Professor | Acting, Intro to Theatre, Theatre Dance, Stage Movement, Jazz Dance, Directing, Advanced Scene Study, Musical Theatre Performance, Audition Preparation | SUNY at Cortland Cortland, New York |
| 8/96-7/99 | Assistant Professor | Acting, Acting for Musical Stage, Stage & Theatre Management, Jazz Dance, Ballet, Theatre Dance, Choreography | Millikin University Decatur, Illinois |
| 3/00-Present | Instructor | Theatre Dance | Cortland City Ballet Cortland, New York |
| 2/95-8/96 | Instructor | Acting, Musical Theatre | Gateway Acting School Bellport, New York |
| 8/93-5/94 | Instructor | Acting for the Musical Stage | CUNY, Brooklyn College Brooklyn, New York |
| 9/85-6/96 | Instructor | Jazz, Theatre Dance | Stroud School of Dance Stonybrook, New York |
| 9/91-6/95 | Instructor | Jazz, Theatre Dance | StageDoor School Patchogue, New York |
| 9/91-6/92 | Instructor | Jazz, Theatre Dance | Dance Electra Centereach, New York |
| 9/91-5/92 | Instructor | Acting, Theatre Dance | Accent on Dance Holbrook, New York |

B. Courses taught at Cortland:

Fall 1999: THT 100 Introduction to Theatre
THT 120 Acting I
THT 220 Acting II
THT 399 Participation in Theatre

Spring 2000: THT 220 Acting II
THT 121 Stage Movement
THT 223 Theatre Dance
THT 399 Participation in Theatre

Fall 2000: THT 120 Acting I
THT 229 Audition Preparation
THT 429 Scene Study
THT 399 Participation in Theatre

Spring 2001: THT 220 Acting II
THT 129 Jazz I
THT 430 Directing I
THT 399 Participation in Theatre

Fall 2001: THT 232 Musical Theatre Performance
THT 220 Acting II
THT 230 Dance for the Theatre
THT 399 Participation in Theatre

Spring 2002: THT 429 Musical Theatre Performance II
THT 329 Acting III
THT 429 Dance for the Theatre
THT399 Participation in Theatre

C. Course Development

Working in collaboration with instructor Cynthia Halpin a full range of Dance courses has been developed. Ballet I, II, III, IV, Jazz I, II, Tap I, II and Dance for the Theatre I, II. All courses have been taught very successfully under special topics and have been proposed as official courses. A balanced dance training sequence has been developed for the Musical Theatre Majors and is available to all Cortland students.

Continued discussion and development of Acting class structure.

Created proposals for improvements in current Musical Theatre Major curriculum. Includes new course proposals in Dance, and redesign of existing courses. New Major requirements have been approved by the Performing Arts Department and the Arts and Sciences Curriculum Committee, it is currently under consideration in the College Curriculum Committee. Met with Provost to discuss and promote curriculum changes.

D. Advisement

Advisor for Musical Theatre majors and 19 pre-majors. Goal setting, scheduling recommendations and plans of study for the pre-majors. Specific career goals, skill assessment and training needs for

the Musical Theatre majors. Helped secure summer opportunities for several of our students.

E. Evidence of Teaching Effectiveness

1. Several students attended professional new England Theatre Conference (NETC) auditions in March 2002. All that auditioned received strong interest and offers from various professional theatre companies.

Director/Choreographer for Fall 2000 production of *Cabaret*, October 2000.

Director/Choreographer for Fall 2000 SUNY Masquers production of *Cabaret*, 2001.

Director/Choreographer for Fall 2001 production of *Gypsy*.

Director Summer 2001 Cortland Repertory Theatre Production of *Barefoot in the Park*, June 2001.

Director/Choreographer for Spring 2002 production of *Godspell*.

Director/Choreographer, writer for Theatre for Young audiences tour version of "Shakespeare on Broadway," January 2002.

Co-choreographed, produced and performed in production of the ballet "The Nutcracker" in cooperation with Cortland City Ballet, December 2001.

Director/Choreographer for Spring 2001 SUNY Masquers production of *Into the Woods*, April 2001.

III. Scholarly/Professional Work

- | | | |
|----|-----------------------------|-----|
| A. | Title of Dissertation | n/a |
| B. | Manuscripts for Publication | n/a |
| C. | Research in Progress | n/a |
| D. | Research Grants | n/a |
| E. | | |

1. Artistic/Professional Work since appointment

Director/Choreographer for SUNY Masquers production of Little *Shop of Horrors*, October 1999.

Director/Choreographer for SUNY Masquers production of *The Music Man*, April 2000.

Director/Lighting Design/Stage Manager Stagedoor annual performance, The Staller Center for the Arts, SUNY StonyBrook June 2000.

Director/Lighting Design/Stage Manager Stroud School of Dance annual performance The Staller Center for the Arts, SUNY StonyBrook , June 2000.

Director/Choreographer for original musical *Fairy Tale Trio*, Gateway Children's Theatre, Bellport, NY, July/August 2000.

Director/Choreographer for SUNY Masquers production of *Cabaret*, October 2000.

Director/Choreographer for SUNY Masquers production of *Into the Woods*, April 2001.

Director/lighting design/stage manager Stroud School of Dance annual performance, The Staller Center for the Arts, SUNY Stony Brook, June 2001.

Director for Cortland Repertory Theatre production of *Barefoot in the Park*, June 2001.

Director, Cortland Repertory Theatre *Barefoot in the Park*, June/July 2001.

Director/choreographer for Spring 2002 production of *Godspell*, March 2002.

Consultant for "Outside the Lines" theatre production of *Songs for a New World*.

Director/choreographer, writer for Theatre for Young audiences tour version of "Shakespeare on Broadway".

Directed, wrote and performed (with students) *Broadway Yesterday, Today and Tomorrow* for Capital Campaign Kickoff dinner.

The results of all CTE's from the courses I have taught at Cortland are all positive.

Our production of *Gypsy*, Fall 2001 received excellent reviews from several regional newspapers, including a four-star rating from the Syracuse Post-Standard. Our production was also included in their year end list of the Best Entertainment in Central New York.

Reviews of *Into the Woods*, Spring 2001 received excellent ratings from the local Cortland Standard, as well as the Ithaca Times.

2. Works in Progress

Performance with students for Scholar's Day 2002.

Coordinator, producer and mentor for Student Directed One Act Festival.

Negotiating with new composer lyricist to workshop musical at SUNY Cortland.

3. Work previous to appointment

*see Appendix A

IV. University Service

A. 1. Committees Chaired

Chair Department of Performing Arts Curriculum Committee.

Chair of search committee for faculty musical director position vacancy

C. 2. Search Committee for full time Technical Director, Coordinated search, Spring 2000

Directed, wrote and performed (with students) *Broadway Yesterday, Today and Tomorrow* for Capital Campaign Kickoff dinner.

Chair Department of Performing Arts Curriculum Committee.

Presentation/Lecture for Institute for Lifelong Learning "*The Music Man, an overlooked jewel in the course of the American Musical*," April 2000.

Conceived, staged and performed in "Broadway Tonight" musical revue for Family Weekend, October 2000.

Presentation/Lecture for Institute for Lifelong Learning; "Stephen Sondheim, his impact and legacy," April 2001.

Conceived, staged and hosted "Broadway: the NEXT 100 Years" musical revue for Family Weekend, October 2001.

Attended NYS Theatre Educators conference/student convention. Taught, in collaboration with colleagues, workshops in Ballet for the Theatre and Musical Theatre Performance. Conducted auditions for Cortland program at conference, January 2001.

Conceived, wrote, performed and directed "Shakespeare on Broadway" performance for Scholar's Day, April 2001.

Implementation of expanded Dance program. In collaboration with instructor Cynthia Halpin, developed curriculum for dance technique classes.

Established new permanent dance studio space in 201 Dowd. Provided specifications and suppliers. Continually supervised process and progress.

Created and presented adjustments to curriculum in Musical Theatre Major. New requirements approved by Department and Arts and Sciences Committee.

Coordinated and contributed to creation of Department brochure.

Conceived, wrote, directed and performed in "Broadway Tonight, a Celebration of the Great White Way" a musical revue for Family Weekend, October, 2000.

Conceived, wrote, directed and performed "Shakespeare on Broadway," scenes and songs from musicals based on Shakespeare's plays for Scholar's Day, April 2001.

Conceived, wrote, directed and performed in "Broadway the Next 100 Years" for fall Family Weekend, October 2001.

Chair for Search Committee for full-time Musical Director position. Successfully hired Dr. David Neal, December 2000-March 2001.

Enriched cultural life of students, faculty and administrators with productions of *Cabaret*, *Into the Woods*, *Gypsy* and *Godspell*.

Searched for and presented for hiring Lighting Designers for *Cabaret*, *Into the Woods*, *Gypsy* and *Godspell*.

Searched for and presented for hiring Costume Designers for *Cabaret*, *Into the Woods*, *Gypsy* and *Godspell*.

Served as faculty advisor for SUNY Masquers and Alpha Psi Omega.

Continued development of Dance program. Working with Department Chair and Dean of Arts and Sciences proposed and developed new Technique classes in Dance. In collaboration with instructor Cynthia Halpin, developed curriculum for dance technique classes.

Creation of temporary Dance Studio Space. Secured supplies and equipment necessary to establish temporary Dance studio in Moffet Gym for Spring 2000 dance classes.

Working with Dean of Arts and Sciences and facilities department on permanent dance studio space. Performance instructional space for DPA dance classes, acting classes, movement classes and rehearsals. Studio schedule for Fall 2000 courses. Identified potential locations in existing buildings. Supplied specifications, some cost estimates and possible suppliers for studio construction. Continued work as the studio is nearing completion. Assisted in revisions and preparation of final proposal for Major in "Musical Theatre," now approved. Permanent dance studio completed in Dowd Fine Arts. Partial use Fall 2000, full completion for Spring 2001. Assisted in design, material selection and choosing necessary equipment for space.

Created, submitted and defended proposals for improvements in current Musical Theatre Major curriculum. Includes new course proposals in Dance, redesign of existing courses and expansion of range of courses required. New major requirements have been approved by the Performing Arts Department and the Arts and Sciences Curriculum Committee, it is currently under consideration in the College Curriculum Committee.

Recruitment

Adjudicated student auditions for Musical Theatre Major.

Attended New York State Theatre Educators Student Conference/College Fair. Taught workshop in Musical Theatre Performance to high school students. Adjudicated auditions for our Program on Site at conference. Participated in discussions with High School Theatre educators from across New York State, January 2001, February 2002.

Attended New York State Educators Teachers Conference/College Fair, October 2001.

D. Work with students outside of formal teacher/student relationship.

I continually seek and develop internship and professional opportunities for students.

Arranged audition trip for New England Theatre Conference Spring 2002 auditions.

Work on Family Weekend Musical Revues.

Work on performance for Capital Campaign Dinner.

Director at Cortland Repertory Theatre, Summer 2001.

Arranging for professional headshot session for students.

Hosted welcome dinner for returning and new Musical Theatre Majors, August 2001.

As director of the Musicals, our work together goes well beyond a traditional teaching relationship. Although teaching is part of the process, the atmosphere of collaboration and artistic endeavor required for success in a production demands that there is a trust and commitment more profound between us than is usually found in a formal student/teacher context. The need for this type of relationship has also enabled students to feel comfortable with approaching me with other aspects of their lives for advice, guidance and support.

I am currently working on developing internship opportunities in NYC for my students.

Working with a group of students on performances for Parents Weekends.

Work with students for performance for Scholars Day.

E. Community Service

Directed, coordinated and acted as Emcee for SUNY Masquer's performance at the "Pumpkin Festival," October 2000, 2001.

Taught Theatre Dance at Cortland City Ballet School, September 2000 to May 2001.

Cabaret cast included six community members, Into the Woods included seven community members and Gypsy included fourteen community members as well as students and faculty, providing a unique opportunity for the College and community to interact. The performances played to large audiences, which represented a broad cross section of the College and local community.

ACE students attended special preview performances of both *Cabaret*, *Into the Woods*, *Gypsy* and *Godspell*.

Directed, coordinated and emceed performances of selections from *Little Shop of Horrors* at Pumpkinfest, October 1999.

Directed, coordinated and emceed performances of selections from *Cabaret* at Pumpkinfest, October 2000.

Mentored high school students from DeRuyter Schools in "Shadowing" program and personal interviews. February and May 2000.

Teaching TheatreDance at Cortland City Ballet, 5/2000-present. Helped coordinate various performances of Ballet Company and School. Danced role of The Mouse-king in CCB's *Nutcracker* at Syracuse "First Night" performance, December 2000.

Co-choreographed, produced and performed in production of the ballet "The Nutcracker" in cooperation with Cortland City Ballet, December 2001.

SUNY Cortland's production of *The Music Man* included 20 community members in the cast. Our production of *Cabaret* included 10 community members, *Into the Woods* included 5 community members. These productions provide a unique opportunity for students, faculty and community members to work closely and intensely together. The collaboration, commitment and dedication demanded for our productions develops a significant bond between our campus community and the Cortland community built on mutual admiration and respect.

Our performances play to large audiences. As many as 1000 community members may attend a performance of a single production. The response to the ever increasing quality of our performance work has developed a new interest and respect for what the College is accomplishing in our effort to serve the community of the 21st century.

ACE students attended special preview performances of both *Little Shop of Horrors* and *The Music Man*, *Cabaret*, *Into the Woods*, *Gypsy* and *Godspell*.


VI. Continued Professional Growth

- A. Member Actor's Equity Association (Professional Stage Actors Union)
Member Screen Actors Guild (Professional Film Actor's Union)
- B. Professional Meetings attended. N/a
- C. Continued contact with theatre professionals in NYC and regionally. Continued work as director/choreographer professionally

Department of Performing Arts
Ruth E. Dowd Fine Arts Center
Dr. Karen Bals, Chair

MEMORANDUM

TO: Dr. John Ryder, Dean
School of Arts and Sciences

FROM: Dr. Karen Bals, Chair 
Performing Arts Department

DATE: October 27, 2000

RE: Reappointment of Kevin Halpin

I enthusiastically concur with the Department of Performing Arts unanimous recommendation that Kevin Halpin should be reappointed.

In the short time that Halpin has been here, his accomplishments have truly been outstanding. Even though the major in Musical Theatre was not approved until this past summer, he has already identified the weaknesses and strengths of the program, and is working very hard to make the revisions necessary. He has expanded our offerings in dance, and was the primary force in the construction of a new dance studio.

Halpin, in the words of one of his departmental colleagues, is "immensely talented." His productions of *Little Shop of Horrors* (Fall, 1999) and *The Music Man* (Spring, 2000) were almost astonishing in their polish and scope. Please don't misunderstand; the musical productions of this department in the past were always very well done. However, Halpin has raised the standard immensely, and far beyond our original expectations.

Halpin is also a very gifted and effective teacher. He has earned his students' trust and respect, and has expanded their abilities as a result. The students do not work out of fear or intimidation; they *want* to perform well for him.

I also share the concerns expressed by the Department in Tom Hischak's letter. This is a new program, and the students and support staff sometimes have difficulty producing what is expected. I agree with the committee's recommendation that students need to be monitored as to their academic well-being through a system similar to that employed by coaches for the various athletic teams.

I am still in awe of what I have seen Halpin accomplish; his upcoming production of *Cabaret* will, I'm sure, continue in this tradition of excellence. I am confident that the concerns expressed by me and by the Department will be resolved to everyone's satisfaction.

Cc: Kevin Halpin
Tom Hischak, Chair, Personnel Steering Committee
P.O. Box 2000 Cortland, New York 13045-0900

MEMORANDUM

TO: Dr. John Ryder, Dean
School of Arts & Sciences

FROM: Dr. Larry Ashley, Chair *L. Ashley*
Fine Arts and Humanities Personnel Committee

RE: Reappointment of Kevin Halpin

DATE: November 9, 2000

The Fine Arts and Humanities Personnel Committee is very pleased to add its support to the recommendation of the Performing Arts Department Personnel Committee and the Performing Arts Department Chair that Kevin Halpin be reappointed.*

In its deliberations this committee considered the three areas of criteria for reappointment—scholarship, teaching and service— and it was agreed that Kevin Halpin performed well in all three areas.

In the area of teaching, the committee recognizes that Mr. Halpin's enthusiasm and professional demands upon his students has resulted in some of the most noteworthy performances produced by the department here at SUNY Cortland. Though Mr. Halpin's efforts have not gone unrecognized or unappreciated, some concern was expressed by both Kevin's department and this committee with respect to the time demands placed on his students in preparation for performance. While such demands are common in the professional world of theatrical production, they are difficult to reconcile with the demands placed on the energies of full-time students. It is our understanding that the Department of Performing Arts and their Chair are making an effort along with Mr. Halpin, to develop a strategy that can accommodate the other demands required of the Liberal Arts student while continuing to maintain Mr. Halpin's high standard of excellence.

*The committee gave itself the voting options only of "recommend" or "Do not recommend."
The vote was as follows:

 6 Recommend

 0 Do not recommend

cc: Kevin Halpin ✓
Thomas Hischak, Chair, Department of Performing Arts Personnel Committee
Dr. Karen Bals, Chair, Department of Performing Arts