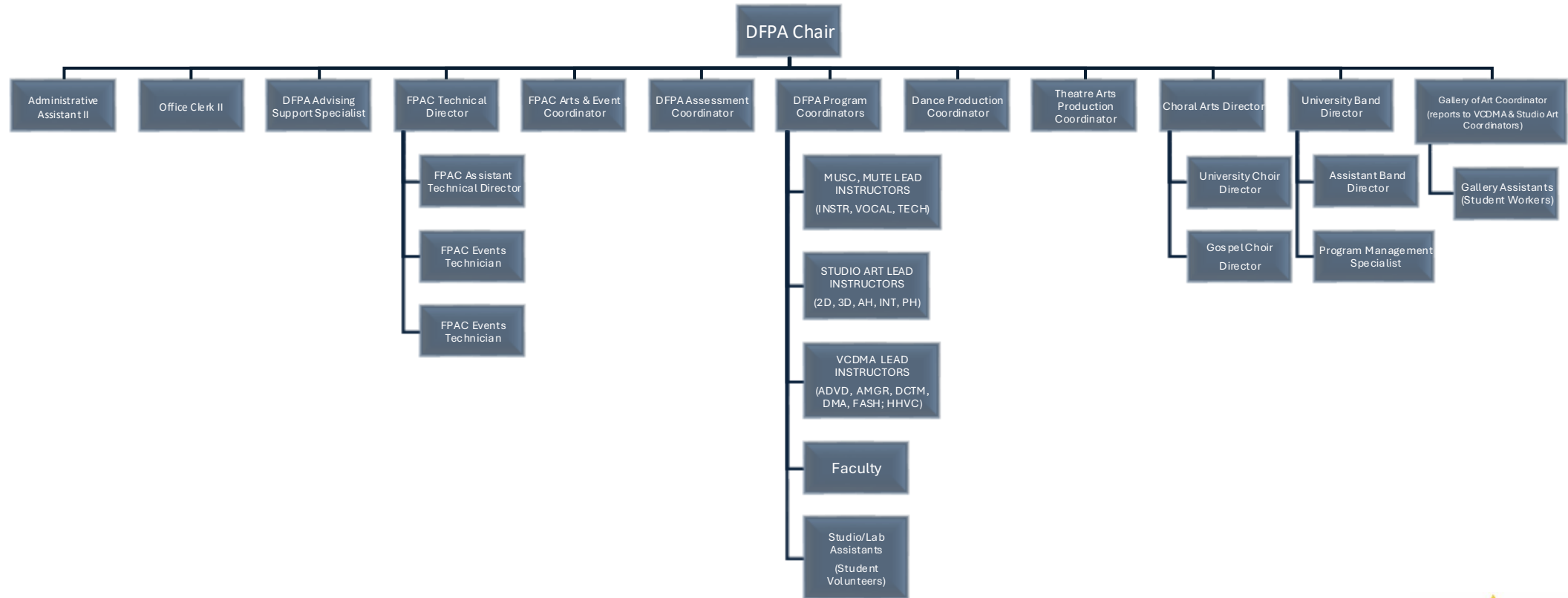


Department of Fine and Performing Arts

Organizational Chart AY 2026-27



Administrative Assistant II serves as the principal administrative support professional for the Department Chairperson, managing confidential communications, departmental operations, budget and procurement activities, faculty personnel processes, academic scheduling support, and records management. The position serves as a liaison between faculty, staff, students, administrators, and external constituents while ensuring efficient departmental operations and compliance with university policies and procedures.

Office Clerk II provides clerical, customer service, scheduling, facilities, and event-support services for the Department of Fine and Performing Arts (DFPA) and the Fine and Performing Arts Center (FPAC). The position supports the daily operations of the department by coordinating communications, maintaining records, assisting with facility scheduling and event bookings, managing supplies and inventories, and providing administrative support to faculty, students, staff, and visitors.

Assistant Technical Director provides technical leadership and hands-on support for FPAC productions and events by overseeing scenery construction, stagecraft operations, equipment maintenance, safety compliance, crew training, and production coordination to ensure safe and successful performances and events.

Technical Director serves as the senior technical and production manager for the Fine and Performing Arts Center, overseeing budgets, staffing, scheduling, facilities, equipment, and technical operations for all productions and events. The position directs technical staff and student crews, coordinates with faculty and administrators, manages production planning and implementation, ensures safety and regulatory compliance, and maintains the performance spaces and technical systems necessary to support the educational and artistic mission of the Department of Fine and Performing Arts.

FPAC Arts & Event Coordinator is responsible for the administrative management, scheduling, marketing, customer relations, and event coordination functions of the Fine and Performing Arts Center. The position serves as the primary liaison between faculty, students, technical staff, university departments, external organizations, and community partners to ensure the successful planning, promotion, and operation of productions, performances, presentations, and special events. By managing facility scheduling, event logistics, communications, staffing coordination, and venue support services, the position helps maximize the effectiveness and accessibility of the FPAC while supporting the artistic and academic mission of the Department of Fine and Performing Arts.

Events Technician provides technical, operational, and event support for Fine and Performing Arts Center programs by coordinating logistics, managing audiovisual and production needs, supervising event crews, and ensuring the successful execution of in-person and virtual events.

Program Management Specialist provides direct support to the Music Program Coordinator in relation to University Bands, Choirs, and other music related events held in FPAC. The position assists with ordering uniforms, supplies, scheduling, coordinating with outside organizations related to music events, and other administrative responsibilities.

Department of Fine and Performing Arts (DFPA) Program Coordinator is responsible for planning, scheduling, and coordinating the delivery of the courses in the program and ensuring its appropriate assessment in consultation with the Department Chair. Coordinators review syllabi and Blackboard shells for program courses, meet with faculty teaching in their program area at least once a year (but usually once a semester), coordinate ordering supplies for program classes, oversee the budgets of their programs in consultation with the Department Chair and Admin Assistant II, generate permission codes for course registration in their area, oversee new course proposals and program changes, and work with faculty and students to schedule activities related to their program (eg, guest speakers, workshops, exhibitions, off-campus activities, recitals, productions, etc). VCDMA and Studio Art Coordinators oversee Lead Instructors and the Gallery of Art Coordinator. Coordinators receive one course release per semester when possible; the position counts as service to the department. This role is approved on a semester-by-semester basis.

Lead Instructor serves as the academic lead for a specific discipline or concentration by supporting curriculum consistency, faculty mentorship, student advising, laboratory/studio operations, and program development. Assists the Program Coordinator with instructional quality, recruitment and retention efforts, resource recommendations, and the achievement of departmental and university goals. No course release or compensation is given for this role, but it counts as service to the department.

Gallery of Art Coordinator serves as the chief manager, curator, ambassador, and educational leader of the university gallery, ensuring successful exhibitions, stewardship of the art collection, student engagement, community partnerships, and the overall operation and growth of the gallery program. This role is approved on a semester-by-semester basis, counts as service to the department, and receives one course release when possible. The Gallery of Art Coordinator reports to the VCDMA and Studio Art Program Coordinators.

DFPA Advising Specialist provides as needed part-time support to the department to assist with advising students, directing students to the appropriate BSU contact to resolve non-advising holds, and discuss program requirements. The specialist works with all DFPA students but mostly focuses on VCDMA students (where there is a 97 to 1 advisee to full-time VCDMA faculty ratio).

DFPA Assessment Coordinator works with program coordinators to develop 5-year assessment plans required by both BSU's Center for Academic Programs Assessment (CAPA) and the university standing committee CASTLE (Committee for the Assessment of Student Learning and Experience), assists program coordinators with conducting assessments based on the 5-year assessment plans, writes required annual program assessment reports or consults with program coordinators on writing the reports, collects the annual program assessment reports and submits them to CAPA and CASTLE, assists faculty with classroom assessment needs, and assists with assessment efforts for accreditation (like Middle States) or required reviews (such as the USM 7-yr program review).

Dance Production Coordinator works with students and Dance faculty to create programming for dance events, works on marketing of Dance events, works closely with students on rehearsals and performances, orders supplies for events as needed (such as costumes/gear), coordinates scheduling and tech needs with FPAC Staff, consults with students as needed on choreography/costuming/lighting/music, etc., coordinates front of house needs on event nights, and oversees ticket sales for ticketed dance events (with the goal of preserving proceeds for Dance program needs).

Theatre Arts Production Coordinator works with students and Theatre Arts faculty to create programming for theatre arts productions, works on marketing of events, works closely with students on rehearsals and performances, orders supplies for events as needed (such as costumes/gear/props), acquires licensing for production rights and the use of music in a production, coordinates scheduling and tech needs with FPAC Staff, consults with students as needed on directing/stage management/acting/costuming/lighting/music, etc., coordinates front of house needs on event nights, coordinates logistics for performances off-campus, and oversees ticket sales for ticketed theatre arts events (with the goal of preserving proceeds for Theatre Arts program needs).

Choral Arts Director oversees the University and Gospel Choirs (which are currently combined since there is only one director for both choirs), coordinates with the University and Gospel Choir Directors regarding choir needs and performances, and oversees the Choir Budget and Choir Foundation Funds. The Choir is a BSU Ambassador.

University Choir Director works with students and Music (Vocal) faculty to create programming for University Choir events, works on marketing of University Choir events, works closely with students on rehearsals and performances, coordinates with the university for performances at major university events (such as Convocation and Commencement), orders supplies for events as needed (such as uniforms), coordinates scheduling and tech needs with FPAC Staff, arranges compositions when needed for performances, coordinates front of house needs on event nights, coordinates logistics for performances off-campus, often provides musical support for the student choir at events, and oversees ticket sales for ticketed choir events (with the goal of preserving proceeds for Choir needs).

Gospel Choir Director works with students and Music (Vocal) faculty to create programming for Gospel Choir events, works on marketing of Gospel Choir events, works closely with students on rehearsals and performances, coordinates with the university for performances at major university events (such as Convocation and Commencement), orders supplies for events as needed (such as uniforms), coordinates scheduling and tech needs with FPAC Staff, arranges compositions when needed for performances, coordinates front of house needs on event nights, coordinates logistics for performances off-campus, often provides musical support for the student choir at events, and oversees ticket sales for ticketed choir events (with the goal of preserving proceeds for Choir needs).

University Band Director works with students and Music (Instrumental) faculty to create programming for University Band events, works on marketing of University Band events, works closely with students on rehearsals and performances, coordinates with the university for performances at major university events (such as Convocation and Commencement), orders supplies for events as needed (such as uniforms, instruments), coordinates scheduling and tech needs with FPAC Staff, arranges compositions when needed for performances, coordinates front of house needs on event nights, coordinates logistics for performances off-campus, manages the Assistant Band Director and Program Specialist, and oversees the Band Budget and Band Foundation funds. The University Band is a BSU Ambassador.

Assistant Band Director supports the University Band Director, assists with rehearsals and performances, and arranges compositions when needed for performances.

DFPA Org Chart Personnel AY 2026-27

DFPA Chair: Art Vidrine

Administrative Assistant II: Tracy Barwick

Office Clerk II: (vacant)

DFPA Advising Support Specialist: (vacant; part-time as needed)

FPAC Technical Director: Cheryl Lee

FPAC Assistant Technical Director: Carlos Campbell

FPAC Events Technician: Noah Hudson

FPAC Events Technician: (vacant)

FPAC Arts & Event Coordinator: Desiré Dubose

DFPA Assessment Coordinator: Art Vidrine

DFPA Program Coordinators: Billy Bennett (MUSC), Jennifer Dorsey (THEA D/M), Dr. Will Smith (MUTE), Elena Velasco (THEA A/D), Art Vidrine (STUDIO ART), Tewodross M. Williams (IMEG & VCDMA)

VCDMA Lead Instructors: Danielle Brown (FASH), Ogechi Chieke (ADVD), Tewodross M. Williams (AMGR, DCTM, DMA, and Hip-Hop and Visual Culture) [reports to VCDMA Program Coordinator]

Studio Art Lead Instructors: Tamara De Silva (2D/3D), Gina Lewis (Integrated Studios), Dr. Janell Pryor (Art History), Art Vidrine (Photography) [reports to Studio Art Program Coordinator]

Music/Music Tech Lead Instructors: Billy Bennett (Instrumentals), Brandon Felder (Vocals), Dr. Will Smith (Music Tech) [reports to Music and Music Tech Program Coordinators]

Dance Production Coordinator: Jennifer Dorsey

Theatre Arts Production Coordinator: Elena Velasco

Choral Arts Director: Brandon Felder

University Choir Director: Brandon Felder

Gospel Choir Director: Brandon Felder (Interim Director)

University Band Director: Billy Bennett

Assistant Band Director: Michael Simmons

Program Management Specialist: Jacqueline Collins-Smith

Gallery of Art Coordinator: Dr. Janell Pryor [reports to VCDMA and Studio Art Program Coordinators]

DFPA Org Chart Personnel AY 2026-27, continued

Full Time Faculty (15): Billy Bennett, Danielle Brown, Ogechi Chieke, Tamara De Silva, Jennifer Dorsey, Brandon Felder, Dr. Marymal Holmes, Gina Lewis, Dr. Janell Pryor, Shawn Short, Michael Simmons, Dr. Will Smith, Elena Velasco, Art Vidrine, Tewodross M. Williams

Adjuncts: Currently 31 Adjuncts