

# ART 4192 Senior Exhibition

Spring 2023, ART 4192.001  
Madison Branch, MFA – Instructor of Art  
ARC 114 – Tuesday 5:00PM - 6:20PM

Office Phone: (903) 566.7250  
Office Hours: by appointment, or immediately before/after class

Email: mbranch@uttyler.edu

\*Classes begin Monday, January 9 and end Saturday April 29.

**COURSE DESCRIPTION:** Senior Exhibition (SRX) is the capstone course required of all graduating Studio Art majors. The primary focus of the course is the preparation for the student's BFA exhibition. Students will learn and review logistics, documentation, professional presentation standards, and gallery installation methods. Student will gain practical experience through participation in the operations of the Meadows Gallery, FAC gallery and various departmental activities and culminate with the staging of the student's Senior Group Exhibition that showcases their work at the highest level of maturity and skill.

## **PRE-REQUISITE:**

Students in ART 4192 senior exhibition must have completed or currently enrolled in ART 3392 Professional Practices

## **STUDENT LEARNING OUTCOMES:**

1. Technical Proficiency  
Students will be able to create technically proficient works of art.
2. Conceptually Proficiency  
Students will be able to create technically proficient works of art.
3. Interpretation of Artworks  
Students will be able to explain how formal or conceptual elements function in works of art.
4. Historical Context  
The student will be able to contextualize works of art in relation to art history or contemporary practices.
5. Document Works  
Students will be able to document works of art for the purpose of archiving, application, and presentation.
6. Disseminate Research  
Students will be able to disseminate research through exhibition participation.

## **REQUIRED MATERIALS:**

- ½" preferably black binder with inside pocket (1" Max) – This will be turned in to the department at the end of the semester.
- Sheet protectors
- Thumb Drive (8 GB should be large enough)
- Pen/ Pencil
- Laptop (optional) for poster review

**ATTENDANCE IS MANDATORY:**

Three absences = final grade reduced by 1 letter grade

More absences than three, and the student should consider dropping the course. Students are expected to attend every class period, arriving before the scheduled class time, and not leaving before the scheduled conclusion. Any absence, with the exception of emergencies or illness, will adversely affect grades. Students are encouraged to inform the instructor prior to any scheduled absences and to email the morning of unexpected absences.

- LEAVING EARLY: please notify the instructor BEFORE the class begins. If you leave before dismissal, you will be counted as absent for that day.
- ARRIVING LATE: If you arrive more than 5 mins late, you will be counted absent from class.
- Three late arrivals and/or leaving early will count as one absent day. Each additional late arrival or leaving early will count as additional absent days.

Student Absence due to Religious Observance: Students who anticipate being absent from class, due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities: If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

**EXAMS:** there are no exams in this class

**GRADES AND GRADING:**

60%: Presentation of Senior Exhibition: This includes:

1. • The overall presentation of the exhibition
2. • Installation/Delivery of Materials
3. • Artist Talk and Digital File
4. • Digital Files for Exhibition Binder to use for Virtual Exhibition

30%: Timely Submission of All Required Materials in their Accurate Format (either physical or digital): Points will be deducted for turning in digital or physical files late – refer to calendar for due dates.

- Documentation Binder:
  1. Final Edits of Artist Statement/Biography/CV
  2. Professional photographs in correct formats
  3. Faculty Approval Signature Sheet
  4. Department activities/ gallery director Volunteer Signature Sheet
  5. Proof of 3 entries to juried exhibitions
  6. Poster
  7. Press Release
  8. Gallery Talk (outline/script)
- Thumb Drive with Appropriate Folders and Materials
- All required digital files delivered to both instructor and gallery manager, Mrs. Taff.

# ART 4192

## Senior Exhibition

10%: Volunteer Assistance in Department of Art + Art History Sponsored Events.

**GRADING SCALE:** Remember, Professors do not give grades; a student earns them.

Numeric to Letter Grade Translation: 100 – 90% = A, 89 - 80% = B, 79 - 70% = C, 69 - 60% = D, 59 - 0% = F

### **EMAIL POLICY:**

Please feel free to email me if you have a question or if you would like to set up an appointment, etc. I will do my best to respond within 24 hours on weekdays. Emails sent on weekends or public holidays will be answered on the following working day. Check the Syllabus on Canvas before sending the e-mail. Reading the syllabus can answer most queries. Please note that grades will not be sent via emails.

E-mail instructions:

- Use only your UT Tyler patriot e-mail address
- Include a subject. For example: SRX spring 2021 question regarding poster
- Emails without subject are classified as spam and deleted.
- Do not use slang/text-message language in the email as they can create misunderstandings.

### **ETIQUETTE:**

- Turn off all electronic devices during class. Violation of this policy will result in confiscation of your device for the entire duration of the class.
- NO laptop/tablet/cell phones permitted without prior consent. Violation of this policy will result in confiscation of the cell phone/digital device for the entire duration of the class.

- **EXCEPTIONS:**

- o Workdays that require use of laptop. (See Class Schedule for dates).
- o If you need special accommodation for taking notes on a laptop/tablet or a digital device, please contact the Student Accessibility and Resources (SAR) office (see below in University Policies).

### **GENERAL REQUIREMENTS:**

1. Students are required to keep all class due dates and deadlines.
2. Students are required to complete all assignments and be prepared to participate actively.
3. Students are required to maintain utmost professionalism in their behavior in class and during the entire process of SRX.
4. Students are required to assist the Gallery Coordinator and the Department of Art+Art History during High School Day/ college day and other Department sponsored events or gallery receptions (10% of final grade).
5. Students are required to apply for entry of their work in a minimum of three juried competitions. Keep copies of all material sent to be submitted at the end of the semester.
6. Each student is responsible for photographing his or her work. iPhone or cell phone images of your work are not permissible. Photographs must be minimum of 300 dpi jpegs suitable for publication on the exhibition invitation and for publicity. If you do not have access to a camera, please contact Karen Lutes at the Art office.
7. The Department of Art and Art History reserves the right to select works from the exhibition to accession into its permanent collection.

### **CLASS REQUIREMENT FOR SRX:**

## ART 4192 Senior Exhibition

- A. CREATING STUDIO ART FOR SRX: All new work that is created during the senior year (fall - spring; spring-summer-fall) at UTT under the supervision of your professor at UTT is eligible for consideration in the senior exhibition. Students are required to be in constant communication with their studio faculty during the entire creative process for the work to be considered. Participation in class critiques and individual critiques specifically for the chosen work is highly recommended.

### B. DOCUMENTATION (physical copies and digital files):

Students will create the following documents:

1. Artist statement
2. Biography
3. CV
4. Poster
5. Gallery talk outline (not included in Thumb drive)
6. Press Release (not included in thumb drive)

Additional documentation required to be submitted include the following:

- i. Faculty Approval Sheet: Students need to obtain written approval from their faculty for each artwork and its presentation in the exhibition. The approval must be from the studio wherein the work was created.

- This SIGNED sheet along with thumbnail images and details of the work that is signed off must be given to the SRX instructor one (1) week prior to the installation date. Failure to submit this sheet by the due date will automatically lower your grade by one letter.

Remember to keep a copy of the form for your final submission

- ii. Gallery coordinator assistance form to be submitted with the Documents in the envelope provided to you.
- iii. Thumb drive with 3 folders: SEE ATTACHEMENT FOR DETAILS
  - a. Documents
  - b. Images
  - c. Video

### C. EXHIBITION:

Students should be prepared to participate in a group exhibition with their graduating colleagues.

Students will be involved in the various aspects of the group exhibition, including:

Press Release: Students are responsible for writing the news release for the group exhibition and sending it to the Gallery Coordinator at least 4 weeks prior to the exhibition opening date.

Creating an Exhibition Poster: Students are required to follow image submission guidelines so that each student can make an exhibition poster. All students will vote on the design for the final Exhibition Poster. The poster is to be printed at the University Print shop location on the ground floor of the library.

Installation of art for SRX: It is expected that works will be presented in a professional manner. Presentation quality will be subject to approval by the instructor to the date of installation.

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Graduating BFA candidates are expected to assist each other with their exhibit installations. The Gallery Coordinator, graduate students, other undergraduate students and work-study students DO NOT assist with student's exhibit installations. Students MAY NOT receive assistance from anyone other than those in their exhibiting group. The SRX instructor has the final approval over the installation of works in the exhibition. Installation should be ready at 8 am on the first date of the scheduled exhibition

If your work is not completely installed\* prior to 8 am the day of opening of the exhibition, you will have earned the failing grade (automatic F) and will have to withdraw from the exhibition. This is non-negotiable.

\*Completely Installed = finished hanging/placing in the gallery, titles (labels) placed in their proper position, lighting placement complete and area cleaned.

Publicity and Reception: Students will be involved in creating publicity for the exhibition, organizing a public reception and the food for the reception, serving and clean-up of the reception area.

Gallery Talk: Students will give 8-10 min minute presentations about their work in the gallery during the Senior Exhibition and take questions from the audience. Video recording of the Gallery talk will be done in consultation with the Gallery Coordinator and SRX instructor. This video file for your gallery talk should be included in the thumb drive due at the end of the semester.

Installation, lighting and take down of the exhibition are to be done under the proper instruction of the gallery coordinator.

### **STUDENT RESOURCES AND UNIVERSITY POLICIES**

**See the UTT Syllabus module in Canvas for student resources and university policies.**

### **Covid Policy**

It is important to take the necessary precautions to ensure a healthy and successful year. UT Tyler continues to urge you to protect yourselves against the flu, COVID and any new threats that may be developing. Be diligent about preventive measures such as washing hands, covering sneezes/coughs, social distancing and vaccinations, which have proven to be successful in slowing the spread of viruses. Encourage those who don't feel well to stay home, and if they show symptoms, ask them to get tested for the flu or COVID. Self-isolation is important to reduce exposure ([CDC quarantine/isolation guidelines](#)). Please work with your faculty members to maintain coursework and please consult [existing campus resources](#) for support.

\* This syllabus is subject to change

\*\*Please see UT Tyler's academic calendar for all important academic deadlines and dates. Important dates for critiques and assignments will be posted on Canvas, announced in class, and stated on handouts. There are no required fieldtrips for this course.