

Spring 2020  
Art 3379.002: Beginning Ceramics  
M/W 11AM-1:45PM  
ARC 139  
Professor Gifford  
Contact: [jgifford@uttyler.edu](mailto:jgifford@uttyler.edu)  
Office Hours: M/W 2-3PM or by appointment  
Department website: [uttyler.edu/art](http://uttyler.edu/art)  
Required software: Canvas

## **Intermediate Ceramics**

### **Purpose/Objectives:**

This course is designed as an intermediate to facilitate further development of technique or concept for students prior to entering Advanced Ceramics. It is intended that the course provide the student with fundamental knowledge regarding ceramic vocabulary, materials, tools, methods of construction, surface resolution and firing. The course is designed to broaden the students understanding of clay as a fine art material and extend the students capacity for practical application of 2D and 3D design considerations.

### **BFA Student Learning Outcomes**

#### **TECHNICAL PROFICIENCY**

The student will develop and assemble a technically proficient body of artwork that demonstrates technical proficiency within his or her chosen concentration (2D or 3D), as well as general proficiency in the greater arena of all mediums.

#### **CONCEPTUAL PROFICIENCY**

The student will develop and assemble a conceptually proficient body of artwork that demonstrates conceptual proficiency within his or her chosen concentration (2D or 3D), as well as general proficiency in the greater arena of all mediums.

#### **HISTORICAL CONTEXT**

The student will develop an understanding of how his or her work relates to art history.

#### **CONTEMPORARY TRENDS**

The student will develop an understanding of how his or her work relates to current trends in contemporary art.

#### **WRITTEN ANALYSIS**

The student will engage in written critical analysis of their artwork.

#### **VERBAL ANALYSIS**

The student will engage in critical verbal analysis of their artwork.

**Canvas:**

It is your responsibility to check Canvas regularly and thoroughly.

The following will be posted on Canvas:

- Tests
- Course Calendar
- Discussion boards (this counts towards your participation grade)
- All assignment and presentation information
- All announcements pertaining to this class, including cancellations and test dates
- Grades for critiques, tests, pop quizzes, and group presentation
- Extra Credit opportunities
- Information about Gallery visits

It is your responsibility to submit the necessary materials through Canvas by the posted due date.

**Assignments:**

During the first week, students will submit a professional statement of intent as well as a proposal. These documents will serve as an agreement for the work to be done by the student and will be reviewed with the professor who will have the prerogative to make any edits or additions.

Guidelines will be posted on Canvas under Modules.

**Evaluation:**

Your grade for each assignment will be determined by the following criteria:

- -Completion of all requirements in the assignments given (this includes following the criteria of the assignment and turning the completed assignment in by the due date)
- -Technical skills
- -Design skills
- -Quality of the finished work
- -Effort
- -Overall growth and development (improvement in skill)
- -Ability to communicate concepts and process, verbally and in writing
- -Experimentation
- -In class participation

### **Research Paper and Presentation:**

Each student will choose one artist over which to write and present. A list of artists will be provided. Guidelines for the paper and the presentation will be provided as well as a presentation schedule. Guidelines must be strictly adhered to or the resulting grade will be a zero.

Presentations will be held on the following Dates: TBA

### **Artist Statements:**

An artist statement is a crucial component for every artist. It is the way in which we further communicate about and understand our work. Each student will begin working on formulating the written language around their work and process by writing multiple drafts of their artist statements during the course of the semester. Each draft should express progressive and evolving thoughts on the work and process. Examples of artist statements will be provided. You will work on one version of your artist statement throughout the entire semester. Current version of artist statements are due with each critique. **Please follow the artist statement guideline included in the "Critique" Module of this course.** The final iteration of the statement for this class will be due at the final critique.

### **Critiques:**

We will have individual and group critiques throughout the semester.

Critiques are a time when work is presented by all students for the purpose of receiving formal criticism, as well as a time to develop a vocabulary to effectively communicate your ideas to others. Each required clay assignment not presented at a critique will be deducted a full letter grade. Students are expected to actively participate in the critique process and are graded not only on work presented but also on participation.

Each student will have an opportunity to present their work both visually and verbally. Presentation and preparedness matters. Further guidelines for critiques will be provided via Canvas.

### **Final Critique and Documentation:**

This class does not have a final exam. Instead we will have a final critique over the course of 3 class days. Each student is responsible also responsible for submitting their final documents via Canvas by the final class day at midnight. Guidelines for the final critique and documentation will be provided via canvas.

### **Final Critique Schedule: TBA**

### **Final Documents due: TBA**

### **Individual/Community studio space maintenance and cleanliness:**

This is a shared, community space. Each student is expected to maintain tidiness of this space. Clean up after yourself, do not expect others to do it for you.

\*Do not sweep or dust without an appropriate dust mask on. You must purchase a dust mask that has an N95 rating with an attached filter. You will not be allowed in the studio during cleanup day if you do not have the appropriate PPE. If there is nothing suitable for you to clean in another area of the ceramics studio (kiln pad or glaze room), your final grade will reflect that you did not participate in the cleaning.

**Attendance Policy:**

Attendance will be taken at the beginning of every class. You are allowed 3 absences on days without demonstrations or critique. If you miss a critique you will earn a zero for that critique. Demonstrations will not be repeated.

After the 3<sup>rd</sup> Absence, your grade will be reduced as follows:

- 4 absences: final grade lowered 1 letter
- 5 absences: final grade lowered 2 letters
- 6 absences: final grade lowered 3 letters
- 7 absences: You will receive an F in this course.

If you need to leave early, for an excusable reason, please let me know before class begins. If you arrive more than 5 minutes late or leave early without approval, you will be counted tardy. Three late arrivals and/or leaving early will count as one full absence. After that, each late arrival/leaving early will count as full absence days.

If you foresee that you will need to miss a demonstration or critique day due to an approved excuse of absence (religious holiday, mandatory university event) you must notify me via EMAIL by the SECOND class date. If you must miss a demonstration or critique due to an emergency (medical/tragedy) you must email me promptly and provide suitable documentation of said emergency. I *may* provide accommodations for such instances on a case by case determination.

**Last Day to Withdraw without penalty (Census Date): January 27, 2020**

**Last Day to Withdraw from one or more classes: March 30, 2020**

**Final Grades:**

- 70% Body of Work: Critiques and Artist Statements
- 30% All other assigned work:
  - Research Paper and Presentation
  - Pop Quizzed, Tests
  - Presentations
  - Discussions
  - Individual/Community studio space maintenance and cleanliness

\*Poor attendance/participation and non-adherence to deadlines will result in a lowered grade.

\*Missed cleanup days will result in a full letter grade deduction. If you have an excused absence, you may be granted a makeup cleanup duty. This is per the instructor's judgment.

**Grading Scale: Remember, these grades are not given, they are earned\*.**

A= 90-100      B= 80-89      C= 70-79      D= 60-69      F= 50-59

\*How to earn an A: Go above and beyond in everything you do for this class. Practice self-responsibility and creative exploration. Complete all assignments on time. Be on time and do not leave early. Do not miss more than 3 classes.

How to earn a B: Complete all assignments on time. Be on time and do not leave early. Do not miss more than 3 classes.

**Extra Credit:**

- UT Tyler Art and Art History Gallery Receptions.
- Dates/Times/Locations posted on Canvas in Modules and Course Calendar.
- Submit 3 questions or comments on correlating Canvas discussion board.
  - If you submit questions/comments without attending the reception, you will not receive any extra credit points.
- Earn up to 4pts on your final grade.

**Firing:**

**Only work that is completed will be fired. Cracked poorly constructed, and poorly glazed work will not be fired. This policy is strictly adhered to. All work must be clearly signed to be fired. Failure to follow these procedures will result in your grade being lowered by 1 letter.**

It is your responsibility to do the best work possible and to participate in kiln loading/unloading. Finished and critiqued work must be taken out of the studio. Any unfired bisque ware left in the studio will be discarded at the end of the semester unless otherwise approved by class instructor.

Students must RAKU fire their own work, and only under the supervision of the Instructor or an approved supervisor. Procedures will be demonstrated in class.

**Storage/Lockers:** Each student will choose a locker with a partner. Due to space limitations clay and tools may not be stored in the classroom unless being used at the time. Any clay or tools found will be removed. You should store your materials in your locker or elsewhere, bringing to class only what you need to work with.

**Tools and Materials:**

All glaze materials and firings are supplied by the UT Tyler Department of Art & Art History.

- Clay- 100-200 pounds Trinity White or Red Stoneware (Students should buy their clay from Trinity Ceramic Supply. Address below.) **NO OTHER CLAY SHOULD BE BROUGHT INTO STUDIO, UNLESS APPROVED BY INSTRUCTOR!**
- Tool Box or Bucket
- brushes (various sizes, natural hair recommended)
- Kemper tool kit or equivalent
- serrated rib
- plastic Mudtool rib (optional)

- sketch book
- plastic 1gallon bucket
- 1 box of cheap white kitchen trash bags.
- 1 box of gallon size Ziploc bags.
- NIOSH 95 dust masks
- plastic or metal ruler
- apron or studio clothes
- lock for locker
- small container with lid
- large towel
- small hand towel
- paring knife

**Trinity Ceramic Supply**  
**9016 Diplomacy Row (Take the Regal Row exit off Hwy. 183)**  
**214-631-0540**

#### **Studio Safety/Access:**

- For access and use of the art studio at The University of Texas at Tyler after hours, each student must have on file a signed Department of Art and Art History Safety Agreement and follow all requirements and guidelines stated in the safety agreement.
- After completing the safety training and delivering your safety agreement to the art administrative assistant you will be placed on the list to access the studios after hours.
- You may work in the studio at any time during the semester you are enrolled in a ceramics class. A record of those entering the building will be recorded when you enter the building.
- Do not use power equipment if you have not been properly trained by myself or Ms. Quijano. If you are not sure how to use a tool or material safely then do not use it.
- A list of safety rules and guidelines are provided and are to be strictly followed. There is an SDS on every chemical in the studio located at the back of the studio in a yellow binder.
- Make sure you leave the building locked and follow all rules as provided and posted in the art studios.
- **Food/Drink are not allowed in the art studios.**
- Violations of the agreement will result in loss of art studio access.

#### **Classroom Etiquette:**

Developing and maintaining honest, open communications between professor and student as well as student to student requires social agreements. It is important to respect each other; respect others working space and materials. Our interactions will set an important tone to the studio environment, as well as promote respectful open dialogue among all of us. Please adhere to the following:

- Keep cell phones put away and on silent.
- Do not text/call during class hours unless it's an emergency. Please make any phone calls outside of the studio space.
- When wearing earbuds, keep the volume at a decent level. If you miss an announcement because you could not hear, that is your responsibility.

- No computers.
- No sleeping.
- If you are contagious, stay home.
- If you have a dispute or complaint, please bring it to the instructor **before** it escalates.

Inability to follow etiquette guidelines will result in you being asked to leave. If you are asked to leave, it will count as an absence.

**Email and Communication Policy:**

Preferred contact: Canvas or [jgifford@uttyler.edu](mailto:jgifford@uttyler.edu)

I am here to help you learn and engage with this class and the material. If you do not contact me, I cannot help you. I will do my best to reply within 24hrs, unless it is a weekend, in which I will not respond until the following business day. Please be aware: I will not send sensitive information, such as grades or student ID's via email.

**Email Guidelines:**

- Use only your UT Tyler Patriot Email Address. I will not respond to emails sent from any other provider.
- Check Canvas for the information BEFORE you email me. If your question can be answered via Canvas, I will not respond to your email.
- Include a subject line with pertinent information. If you do not have a subject line, I will consider your email spam and delete it.
- Do not use slang/text/emoji language in your email as they can cause misunderstandings and is not appropriate professional practice.

When referring to any faculty member, please remember that they should be referred to or addressed as “Professor” or “Dr.”. In any academic situation, sticking with “Professor” is the safest path, until you have been invited to address your professors otherwise, even then, be aware of the propriety of doing so depending upon the situation (private conversation vs. professional event).

Likewise, engagements with university/departmental staff members should be equally respectful. Please understand that the staff members are critical partners in the department. Please refer to them as Mr./Mrs./Ms.

**Required Field Trips**

Required field trips, rehearsals, etc., scheduled outside of regularly-scheduled class time, along with any accompanying fees and tickets; and/or course procedures unique to the course that might cause students to reconsider their enrollment in the course should be discussed with the course instructor immediately.

**Facility Access & Studio Lab Safety and Mechanical Safety Training**

Studio facility access is for enrolled students only. Students are required to use appropriate safety equipment (PPE) and practice safe operation procedures when using any hazardous equipment or materials. All students must successfully complete the lab safety training and mechanical safety training and quizzes on Canvas and complete an Art Safety Agreement

through Canvas before after hours access to the complex is granted. Failure to adhere to the terms of the Art Safety Agreement will result in the loss studio facility access.

### **Personal Protective Equipment (PPE)**

For your safety, you must follow all safety requirements established by the department and university. It is required that you provide you own Personal Protective Equipment for use in studio areas. This equipment includes: dust mask with at least a N95 rating and attached filter, safety glasses, ear protection, gloves, close-toed shoes, and appropriate clothing. Failure to use this equipment while working may result in the loss of studio privileges.

### **Materials and Chemicals**

Any additional materials or chemicals not included on the course material list must be approved by the faculty member in charge of the area where the chemical (material) will be used prior to the material/chemical being brought into the studio. Students are responsible for notifying the studio technician of any new materials/chemicals the day they are brought to the studio in order to insure that the appropriate Safety Data Sheet is on file and in the SDS binder.

Labels for any new, approved chemicals brought into the art studios must include the following information when they are transferred to a new container or if the original chemical label is damaged: Name of Chemical, Date chemical was opened, and any basic hazards associated with the chemical. Labels are located in each studio and must be filled out and adhered to the container immediately.

## **UNIVERSITY POLICIES AND ADDITIONAL INFORMATION**

### **UT Tyler Honor Code**

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

### **Students Rights and Responsibilities**

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:

<http://www.uttyler.edu/wellness/rightsresponsibilities.php>

### **Campus Carry**

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at

<http://www.uttyler.edu/about/campus-carry/index.php>

### **UT Tyler a Tobacco-Free University**

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors. Forms of tobacco



not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support.

For more information on cessation programs please visit [www.uttyler.edu/tobacco-free](http://www.uttyler.edu/tobacco-free).

### **Grade Replacement/Forgiveness and Census Date Policies**

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar. Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract. The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment.
- Completing the process for tuition exemptions or waivers through Financial Aid

### **State-Mandated Course Drop Policy**

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date). Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

### **Disability/Accessibility Services**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations

to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at

<http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

### **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.

### **Social Security and FERPA Statement**

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

### **Emergency Exits and Evacuation**

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

### **Student Standards of Academic Conduct**

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. "Cheating" includes, but is not limited to:

- copying from another student's test paper;
- using, during a test, materials not authorized by the person giving the test;

- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
- collaborating with or seeking aid from another student during a test or other assignment without authority;
- discussing the contents of an examination with another student who will take the examination;
- divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
- substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
- paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
- falsifying research data, laboratory reports, and/or other academic work offered for credit;
- taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
- misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

ii. “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.

iii. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

iv. All written work that is submitted will be subject to review by plagiarism software.

#### **UT Tyler Resources for Students**

**UT Tyler Writing Center (903.565.5995), [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu)**

**UT Tyler Tutoring Center (903.565.5964), [tutoring@uttyler.edu](mailto:tutoring@uttyler.edu)**

**The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.**

**UT Tyler Counseling Center (903.566.7254)**