

## **ART 4199 &: Independent Study**

Fall 2019

Merrie Wright, Professor

Contact: mewright@uttyler.edu / 903-566-7423 (office)

Office Hours: Monday, 11 am - 2 pm, by appointment

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### **Purpose/Objectives**

The Independent Study studio course is not a regularly scheduled university course, but is arranged, planned and managed by a supervising professor in conjunction with the goals that are proposed by the student, and then refined and approved by the supervising professor. A maximum of six credit hours for independent study courses may be applied toward an undergraduate/graduate degree.

### **BFA Student Learning Outcomes**

1. 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.
2. 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.
3. Historical context: The student will develop an understanding of how his or her work relates to art history.
4. Contemporary trends: The student will develop an understanding of how his or her work relates to current trends in contemporary art.
5. Written analysis: The student will engage in written critical analysis of their artwork.
6. Verbal analysis: The student will engage in critical verbal analysis of their artwork.

### **Professional Communication**

When referring to any faculty member, please remember that they all have earned a high degree of respect, and 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, I would be circumspect as to the propriety of doing otherwise. 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.

### **Office Hours & Email Etiquette**

I am here to help you and I want each of you to do well in this course! I am always available to meet with you. It is always best for you to make an appointment with me during my office hours or, if this does not fit your schedule, we can arrange an alternate meeting time. The best way to contact me is through email. I will check and respond to emails during the workweek, Monday through Friday, 8 am - 5 pm. I will do my best to answer promptly, please allow 24 hours for a response. If you contact me through email, please use formal email etiquette and use your UT Tyler student email address if you wish to get a response.

### **Required Text**

This course has no required text.

### **Attendance**

This course has no set schedule or mandatory meeting times; however, you are responsible for meeting all requirements for course assignments and critiques, as scheduled. Failure to be present will result in a zero for the assignment and/or critique. No late work will be accepted. Students who anticipate being absent from class due to religious observance should inform the instructor in writing by the end of the second week of class. Faculty should initial the request to indicate approval.

### **Canvas**

This course utilized Canvas. You will find all course materials on the Canvas page for the course, including the syllabus, course calendar, and all assignments. All course announcements will be communicated through Canvas, so please check the site frequently.

## Final Grade

Your final grade for the course will be based upon completion of the following:

5% Description of Study (**A hard copy must be handed in, and approved, by Wednesday, September 4, 2019**)

Like the course description in a college catalog, the student will provide a description of study, which should describe the general theme and scope of the independent study. The description may address the following:

- Material choices
- Process
- Formal and aesthetic explorations
- Conceptual concerns
- Historic and contemporary influences (art or otherwise)
- How do you see the work progressing?

The description might indicate where the student is starting out and where the student would like to get in terms of answering a question, or exploring a formal or conceptual concern, or some other goal. It should articulate the theme and strategy of the study as clearly as possible within 500 words, typed, double-spaced, 12-point font.

90% Body of Work & Critiques

Body of Work: Each student is expected to create an ambitious body of work over the course the semester through a directed study approach. The assessment of the body of work will give consideration to:

- Completion of an ambitious body of work
- Technical skills
- Design skills
- Quality of the finished work
- Quantity of work produced during the semester
- Effort -Craftsmanship
- Overall growth and development (improvement in skill)
- Experimentation/innovation
- In class participation

Critiques & Presentation of Work: Critiques are a time when completed 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. There will be several formal group and individual critiques scheduled throughout the semester at which each student will present an ambitious amount of work in progress. Actual work and work in progress must be presented at each critique. You may augment work in progress with sketches, proposals for new work, etc., but these materials alone will not suffice or count as new work. Your final grade will be lowered 20% for not having new work present at a scheduled critique or for not being present at a critique. Students are expected to actively participate in the critique process and are graded not only on work presented but also on participation.

The presentation of work promotes the serious and significant nature of your efforts. It is not enough to simply produce work; students are required to present work in the most advantageous manner possible. Consideration of presentation should begin at the inception of the work so that any challenges that arise can be addressed and improved, as the work progresses. Each student has access to pedestals, wall space etc. Professional presentation of work at critiques is required, no exceptions.

Critiques will be scheduled and posted to Canvas on Monday, June 4.

## 5% Course Documentation Materials & Final Assessment

Course Documentation Materials: Each student will provide a notebook containing course documentation materials at the end of the semester. The documentation required includes:

- 1) Description of Study
- 2) Portfolio of Images & Image Information Sheet
  - Professional digital images, saved as jpeg files (the CD/thumb drive will not be returned)
  - Image information sheet that contains a list of images and image information (title, date, material, dimensions)
- 3) Statement of Assessment

Review the Description of Study you submitted at the beginning of the term. Provide a critical assessment and response of the body of work created, and of your progress towards the goals and intentions provided earlier in the semester.

The course documentation materials should be a compilation of your semester research and should be organized and cohesive. Course documentation materials are due **December 11, 2019 at noon**.

Final Assessment: All work created during the semester should be presented for assessment in your studio space by **December 11, 2019 at noon**.

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

Remember, *Teachers do not give grades; students earn them!*

\*Poor attendance/participation and non-adherence to deadlines will result in a lowered grade. Remember, you will be working two to three times as much outside of class as in class.

### Classroom Etiquette

It is important to keep the studio clean and to maintain a healthy working environment. Maintenance of the studio is a daily responsibility. It includes cleaning up your workspace, and all of the equipment used. Additional clean up will be required at the end of each class period. Please take care in moving other student work, and be respectful to the work of other students and their spaces. Leave everything in better shape than when found! **Keep all cell phones and headphones turned off during class time!**

Disruptive behavior will not be tolerated and in extreme cases will result in the expulsion of the student from class. Examples of disruptive behavior include, but are not limited to, habitually arriving late or leaving early from class, talking during instruction and failure to listen to directions.

### Studio Safety & Maintenance

Students are required to use appropriate safety equipment and practice safe operation procedures when using any hazardous equipment or materials. The student should only use these materials and equipment after the instructor has given instruction in the safe use of such equipment and materials. The instructor has the right and responsibility to suspend any art student from operating a piece of equipment if the instructor believes the student is incapable of operating the equipment in a safe manner. This is done so not to jeopardize the health and safety of the student or other members of the class.

- Students in studio classes are required to clean up and put away supplies that have been used during the class session.
- Children and non-registered students are not allowed in the studio at any time.

- Food and drink are not allowed in the studio at any time.
- Radio use in the studio is restricted to the use of personal headphones (not during class).
- A first aid kit is located in the studio.

### **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 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.

### **Storage/Lockers**

Each student will be assigned 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.

### **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. (For Fall, the Census Date is Sept. 12.) 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 (Sept. 12th) 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. Revised 05/17 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)

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\* 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.

\*\*\* A separate list of all required materials and supplies will be provided.