**Art 498: Senior Capstone BFA**
Meets in SH 624
Friday 9:00-11:50
Fall 2010

**Byron Clercx**
SH 717B Friday 8:30-9:30 or by appt
304-696-5451
clercx@marshall.edu

**Required Text**
*A Short Guide to Writing About Art (Ninth Edition)* by Sylvan Barnet ISBN# 0136138551

**Recommended Text**
*How to Survive and Prosper as an Artist,* by Caroll Michaels, ISBN# 978-0-8050-8848-9

**Course Description**
This a three-credit capstone course required for visual art and design majors. Students document and display their production from courses completed during their senior year in their area of concentration. The goal of senior exhibition is to hone and showcase the studio and academic skills you developed at Marshall University.

**Course Structure**
The class is a participatory studio/seminar that meets once weekly for in-person critiques and discussions of topical news events and/or readings. Activities will include: regular class critiques, conducting research, and writing about and presenting one's own work; as well as discussing assigned readings and attending lectures, displays, receptions, films, performances and related art and design events.

**Cell Phone Policy**
Unless there is an emergency and I am notified before class, all cell phones should be turned off or placed on silent mode (not vibrate, beep, etc.) during class.

**Course Objectives**
To furnish a rigorous and supportive environment where students' sharpen their thinking, speaking, writing and visual skills. However, to accomplish this, students must attend class consistently, willingly engage topics and each another conduct and share research, and account for (and learn to appreciate) divergent views. Students who successfully complete the course should be able to:

- ***Analyze*** *art and design works using discipline specific language;*
- ***Appreciate*** *multiple perspectives by engaging in comparative readings/discussion;*
- ***Articulate*** *how their art/design work fits into historical and contemporary equations;*
- ***Apply*** *acquired skills and experiences to improve statement, exhibition and/portfolio*

## Course Requirements

- Active participation in (and preparedness for) scheduled critiques and discussions,
- Final position paper (5-10 pages) with approved outlines and rough drafts.
- Approved gallery proposal and contractual form complete with faculty signatures,
- Successful completion of the senior exhibition (including an artist/designer statement),
- Complete dossier (including appropriate documentation of show (and individual works).
- Maintain a notebook "planner" throughout the semester (syllabi, handouts, graded assignments, etc. should be retained along with important contact information for group members and faculty. Keep it handy, as you will need this information on a regular basis.

We only meet once a week so it is imperative that you complete all work on time, come to class on time and remain fully engaged for the entire session (and semester). Students who are unable to meet (let alone exceed) these minimum expectations may be asked to leave class and/or drop the course. <u>This course is required for graduation.</u>

## <u>Birke Art Gallery Exhibitions:</u>

The space will be divided based on enrollment, scale, style and volume of work produced, stated student preferences (and related factors) will be taken into account when space is apportioned and exhibition groups/time slots are assigned. Part of your responsibility is to choose individuals who make work that compliments and/or contrasts with the other work in the exhibit. Please know every effort will be made to accommodate preferences for group composition and time slot but the capstone instructor will determine the final groups and dates.

## Exams & Extra Credit

Presently, there are no scheduled exams for this course. However, I reserve the right to introduce mid term and/or final exams if student effort, participation and progress are lacking. Accordingly, barring extenuating circumstances (which includes an excused absence from the Dean of Students), late or missing work will not be accepted for full value (an no work, make up or otherwise, will be accepted after the last class period). <u>Extra credit is not available.</u>

## Grading Breakdown

50% Exhibition (work/40pts, statement/5pts, postcard/5pts ea) = 50pts.
20% Critiques/Discussions (preparedness/10pts, participation/10pts) = 20pts
10% Class attendance (Ten weeks/1point each) = 10pts
10% Cover letter + resume (5 pts each) = 10pts
10% Position paper (5 pages min./10 pages max.) = 10pts

Part of your grade is based on attendance and active participation during weekly critiques and discussions. Other factors include the quality of your visual, verbal and written expressions, ability to meet course deadlines/standards a gallery presentation in the BAG (including a statement) and a final portfolio.

**Grading Rubric** Associated letter grades offer familiar nuanced distinctions between various levels of student participation and performance.

"A" level or exemplary performance is defined by students who:

- Attend class consistently, participate actively, come prepared and complete work on time
- Understand relevant concepts and apply them imaginatively to visual/written work
- Follow directions carefully and creates outstanding and original art/design work
- Manage time prudently, shows consistent improvement, exceeds high expectations
- Display an outstanding attitude, very helpful to others,

"B" level or very good performance is defined by students who:

- Attend class, participate regularly, are often prepared and complete most work on time
- Understand most concepts and applies them frequently to visual/written work
- Follow directions and create sound art/design projects
- Usually manage time well, show improvement, meet expectations
- Display a good attitude and are helpful to others

"C" level or average/adequate performance is defined by students who:

- Attend most classes, periodically prepared and completes some work on time
- Grasp general concepts and periodically apply them to visual/written work
- Generally follow directions and create passable art/design work
- Occasionally manage time well and meet standard expectations
- Usually display an good attitude

"D" level or below average/inadequate performance is defined by students who:

- Attend class irregularly, generally under-prepared, and some work missing/late
- Struggle with basic concepts and rarely apply them to visual/written work
- Do not comprehend/follow directions, produce incomplete/inadequate art/design work
- Mismanage time and do not meet basic expectations
- Display poor attitude and are occasionally distracting to instructor/classmates

"F" level or well below average/inferior performance is defined by students who:

- Rarely attend class and seldom complete work on time
- Show no understanding of basic concepts and does not apply them to visual/written work
- Have difficulty following directions and create underdeveloped/weak art/design work
- Grossly mismanage time, performance falls below minimum expectations
- Display a negative attitude and are often disruptive to instructor/classmates

**Attendance Policy**

Attendance is mandatory. You are permitted one unexcused absence for the semester but you remain responsible for what happens in class whether you attend or not. Any subsequent unexcused absences will adversely affect your overall score and result in a reduction by one full letter grade per occurrence, which cannot be made up. If you know of circumstances that may

cause you to frequently miss class, and does not warrant a university excuse, you should consider dropping the course. It is the student's responsibility to resolve unexcused absence discrepancies. Excused absences are described in the undergraduate and graduate catalogs, and must be properly documented.

According to the Undergraduate Catalog excused absences are as follows:

- **University sponsored activities**. These absences are to be excused by the academic
- dean within whose unit the activity is sponsored. The academic dean must pre-approve any notice that is sent to faculty regarding absences of this type.
- **Athletics**. These absences are to be excused by the Dean of Enrollment Management, who must pre-approve any notice sent to faculty.

- **Other university activities**, including student government and student organizations. These activities are to be approved by the Dean of Student Affairs and excused by the Office of Academic Affairs prior to any notice being sent to faculty.

- **Absences as a result of illness.** The student who seeks an excused absence for an illness must submit written documentation by the attending physician, which includes: a description of the illness/accident; specific diagnosis; date of onset; and prognosis/ability to return to class. (A sentence on a prescription pad is not sufficient.) This documentation should be presented on the day the student returns to class to the Assistant or Associate Dean of the student's college for verification and notification of faculty. Notification will normally be in the form of a memo to all concerned faculty excusing the student for specified dates.

- **Absence as a result of death in the family.** Death in the Immediate Family: "Immediate Family" is defined as spouse, child, parent, legal guardian, sibling, and grandparent. Exceptions to this list can be made at the discretion of the dean of the student's college. The student who seeks an excused absence for this purpose must submit one of the following to verify the relationship to the deceased: an obituary with the student named as a relative; a funeral program with the student named as a relative; a verification of the death and the relationship by a clergy person or funeral home personnel (must be on letterhead stationery). The documentation should be submitted to the Assistant or Associate Dean of the student's college on the day the student returns to class. The appropriate administrator will then send a memo to all concerned faculty excusing the student for a specified date or dates.

- **Absences resulting from major religious holidays** will be excused when the student presents the request in advance of the absence to the Dean of Student Affairs. The dean will indicate his/her approval on the request and send it to the Office of Academic Affairs for final approval prior to any notice to faculty.

## Academic Dishonesty Policy

Marshall University' has a clearly defined policy on Academic Dishonesty that all students are expected to adhere to. For a complete description of what constitutes an act of academic dishonesty and some tips for how to avoid them, you can view/print the policy by going to: http://www.marshall.edu/muonline/Academic_Dishonesty_Policy.pdf, or by consulting your Student Handbook: http://www.marshall.edu/studentaffairs/sections/handbook/INDEX.HTML.

As much for your protection as mine, please know that prior to grading your writing assignments will be submitted electronically to highly effective online sites that use a national database to identify cheating and plagiarism. For your convenience the following excerpts, taken from the MU website, will give you a good working understanding of academic dishonesty and plagiarism. You can also come to see me in person for clarification.
*Definitions of Academic Dishonesty:* Below are definitions of some common types of academic dishonesty. Each instructor may modify the general definition of academic dishonesty to fit the immediate academic needs within that particular course of study, provided the instructor defines, in writing and preferably in the course syllabus, the details of any departure from the general definition.

*Cheating:* Any action which if known to the instructor in the course of study would be prohibited. This includes:

- The unauthorized use of any materials, notes, sources of information, study aids or tools during an academic exercise.
- The unauthorized assistance of a person other than the course instructor during an academic exercise.
- The unauthorized viewing of another person's work during an academic exercise.
- The unauthorized securing of all or any part of assignments or examinations, in advance of submission by the instructor.

*Fabrication/Falsification:* The unauthorized invention or alteration of any information, citation, data or means of verification in an academic exercise, official correspondence or record.

*Plagiarism:* Submitting as one's own work or creation any material or an idea wholly or in part created by another. This includes:

- Oral, written and graphical material.
- Both published and unpublished work.

Ultimately, it is the student's responsibility to clearly distinguish their own work from that created by others. This includes the proper use of quotation marks, paraphrase and the citation of the original source. Students are responsible for both intentional and unintentional acts of plagiarism. If you are in doubt always cite sources. For more information you are encouraged to review the institutions position at: http://www.marshall.edu/muonline/plagiarism.asp.

## Special Needs/Accommodations

Please notify me privately if you face any challenge (documented or otherwise) that makes it difficult for you to satisfy course requirements and may warrant special consideration. Marshall University is committed to equal opportunity in education for all students, including those with physical, learning and psychological disabilities. University policy states that it is the responsibility of students with disabilities to contact the Office of Disabled Student Services (DSS) in Prichard Hall 117, phone 304 696-2271 to provide documentation of their disability. Following this, the DSS Coordinator will send a letter to each of the student's instructors outlining the academic accommodation he/she will need to ensure equality in classroom experiences, outside assignment, testing and grading. The instructor and student will meet to discuss how the accommodation(s) requested will be provided. For more information, please visit http://www.marshall.edu/disabled or contact Disabled Student Services Office at Prichard Hall 11, phone 304-696-2271.

## Sample Calendar

| | | |
|---|---|---|
| Week 1: | 1/16 | Overview, Q & A, set groups + BAG handouts |
| Week 2: | 1/23 | Groups 1, 2 & 3 present (PPT or actual works) |
| Week 3: | 1/30 | Groups 4 & 5 present + Discuss BAG display (space/install factors) |
| Week 4: | 2/6 | Groups 2 & 3 present (*Draft 1 statements due) |
| Week 5: | 2/13 | Groups 4 & 5 present (*BAG postcard proofs due) |
| Week 6: | 2/20 | Groups 2 & 3 present (*Draft 2 statements, resume + cover letter due) |
| Week 7: | 2/27 | Groups 4 & 5 present (*BAG display proposal due) |
| Week 8: | 3/6 | Groups 2 & 3 + (*Outline + annotated bibliography for paper due) |
| Week 9: | 3/13 | Groups 4 & 5 (*Loan agreement and exhibit checklist due) |
| Week 10: | 3/20 | Group Mtgs (2 @ 10:00, 3 @ 10:30, 4 @ 11:00 & 5 @ 11:30) |
| Week 11: | 3/27 | SPRING BREAK |
| Week 12: | 4/3 | WORKDAY Group 2 deliver work + (*Rough Draft paper due) |
| Week 13: | 4/10 | WORKDAY Group 2 takedown/prep walls + Group 3 deliver work |
| Week 14: | 4/17 | WORKDAY Group 3 takedown/prep walls + Group 4 deliver work |
| Week 15: | 4/24 | WORKDAY Group 4 takedown/prep walls + Group 5 deliver work |
| Week 16: | 5/1 | WORKDAY Group 5 takedown/prep walls + Grads deliver work |
| Week 17: | 5/4 | EXAM WEEK (*10:15-12:15, Course Evaluations + Capstone Portfolio (check sheet, statement, resume, cover letter, images & postcard due). |

## Opening Receptions

Opening receptions will be held weeknights (TBD) and begin at 5:00pm and run to 8:00pm. You are expected to be there for your receptions and in support of your peers at theirs. If food and drinks are planned for student receptions all items must be prepared/paid for by students. Purchased/pre-made items (professional catering) are not allowed under the Sodexho contract.

Outgoing shows must be down on Friday before 10:00am and participants will prep/clean the space for the incoming group (with BAG staff supervision) between 10:00 and noon (when the next group receives instructions and begins installing).

**Syllabi Affidavit: Art 498: Senior Capstone Project BFA**

I received an electronic and/or paper copy of the syllabi for Art 498: Senior Capstone Project BFA and have read and agree to the course requirements and expectations as outlined. I am also aware that I can download/print a copy by logging onto the Vista site for this course.

Name Date

Sign, date, cut and submit