

ART 403 (Section 001): Practicum in Art - ONLINE

Brian Weaver
Assistant Professor of Art
Email: brian.weaver@tamuc.edu
Office: Art 114
Office Hours: Tuesday & Thursday, 2pm-5pm*
*(preferably by appointment)

Texas A&M University – Commerce
Spring 2020
Location: Wathena Temple Fine Arts, 201
Dates: 01/13/2020-05/08/2020
Day(s): Tuesday
Time: 3pm-5:50pm

COURSE SYLLABUS

COURSE DESCRIPTION:

On a practical level, this course prepares the student to take the next career step, whether they are going into the job market as a professional artist, looking for gallery representation, or continuing their education at the graduate level. Students will explore the various opportunities for artists in a variety of fields by individual interviews and class visits from/to working professionals. Students will also participate in gallery shows and art competitions.

Practicum addresses professional issues such as portfolio preparation, approaching galleries, establishing alternative spaces, internships, residencies, and granting opportunities. Preparation for graduate school, exhibition, and installation strategies will be central to the class. Reading and field trips to commercial and alternative galleries and museums will support an interdisciplinary approach to professional practice.

Guest lecturers and faculty will cover establishing a studio, copyright issues, tax and legal documents, and general professional business startup and concerns. Visiting artist presentations connect abstract information with real-world experience.

The class is a seminar with practical applications: It is part laboratory for hands-on projects and part discussion group. Projects include creation of a professional resume; creation of writing samples; application for a grant; public speaking. Class trips to galleries and museums will form the basis for discussions about contemporary art and for critical writing assignments. Topics under discussion include: The transition from student to professional; job searches; gallery contracts; grant applications; graduate school options; trends in contemporary art.

CATALOGUE DESCRIPTION:

ART 403 - Practicum in Art

Hours: 3

Practicum in Art. Three semester hours This course prepares students for the job market in the visual arts through exercises in resumé writing, artist's statements, and grant writing. It also provides information to help students in compiling and organizing portfolios, presenting slide lectures, entering into gallery and sales contracts, and understanding copyright and IRS laws. Generally, to be offered every third semester.

STUDENT LEARNING OUTCOMES:

Demonstrate increased ability, knowledge and awareness in the following areas:

- The acquisition of professional knowledge and the development of an excellent portfolio
- An understanding of best practices towards a career in the arts
- The definition and development of a personal direction and voice, including presentation
- The development of a solid, sustained work ethic and time-management skills
- The ability to benefit from the critiques of one's own work and the work of others
- The ability to write about one's work in an articulate and insightful way

MINIMAL TECHNICAL SKILLS NEEDED:

Students will need to be proficient in Microsoft Word and PowerPoint, and ideally in Adobe Photoshop (for documentation purposes). Website management (Chrome, Firefox, Blogger, Word-press) will also be discussed for an online presence.

The syllabus/schedule are subject to change.

EXPECTATIONS:

1. **Working outside of class is required** but is not a substitute for in-class work and participation. Access to the classroom/ studio at night and on weekends will be through the ID swipecard system.
2. Timely completion of required work by the critique dates is required.
3. Criticism and discussion are important aspects of artistic activity and development. Attendance and active, thoughtful verbal participation at all critiques is mandatory.
4. Students are expected to engage in personal research in the university library where there is an extensive collection of books on sculpture as well as periodicals. Many other resources are available online and in Metroplex museum collections.
5. Students are expected to attend all exhibitions in The University Gallery as well as other events hosted by the Department of Art such as visiting lecturers and visiting artist workshops.

POSITIVE SOCIAL WORK ENVIRONMENT:

In addition to being responsible for the proper use of facilities and equipment, all students are responsible for maintaining a positive social work environment. Advanced students are expected to model good studio practice to students in the beginning classes. A baseline expectation is that all students will be civil and cooperative in their dealings with other students. The necessity of sharing workspace and equipment requires that cooperation take place. A positive sense of community will foster productivity and the creation of good work.

STUDENT RESPONSIBILITIES OR TIPS FOR SUCCESS IN THE COURSE STRUCTURE:

Practicum will meet on Wednesday night, from 6pm-8:50pm each week. We will have a total of 15 meeting periods throughout the academic semester and a final culmination meeting during finals week. Though the course only meets for a total of almost 3 hours each week, you will be expected to do at least double that outside of class on the required presentations and preparing revised artist statements. Your studio artwork will be self-directed and should also be thoroughly considered and prioritized. It encompasses brief lectures, projects, group discussion / critique, reading / writing exercises, and group presentation(s). Participation is required and is imperative to your final grade.

GRADING FORMAT:

- A = 100 – 90: Excellent work, work meets the requirements and goes above and beyond expectations.
B = 89 – 80: Work meets all requirements to a high degree, and is presented in a meaningful fashion.
C = 79 – 70: Work is average, meets all requirements minimally, presentation is “satisfactory.”
D = 69 – 60: Work is below average, concepts are missing or not fulfilled, presentation lacks quality.
F = 59 – 50: “F” Work receives a failing grade, unacceptable and insufficient work.

ASSESSMENTS:

Your grade will result from an evaluation of the following criteria: projects / assignments, participation in group critiques, presentations, professional practices. Attendance will be considered into your grade; after four absences the resulting grade will be a failure of the course. A final portfolio including all writing samples and CD of images will also be required at the end of the course session. The final portfolio should intellectually reflect in a cohesive manner your approach to the professional art making practice.

- Attendance is required. You will be counted absent for the day if you are not present when roll is taken. Leaving class early will be counted as an absence.
- Class will meet once a week on Thursday for a three-hour session.
- Informed participation in group discussions is required.
- Submission of written documents – Resume, Artist's Statement, Letter of Introduction and Biographical Sketch are due with dates specified. All documents will be submitted twice. The instructor will evaluate the initial submission, and suggestions for revisions will be indicated. The student will then revise the document and resubmit the final documents on the last day of class for evaluation.
- Each student will give a slide talk of 10 to 15 minutes duration on your development as an artist. A class discussion of the merits of the presentation will follow each talk. Students in the class will complete and sign a critique/reaction report on the slide talk, which will be collected by the instructor and returned to the presenting student at the next class session.

The syllabus/schedule are subject to change.

ASSIGNMENTS:

- 30% On the quality of the presentation of a unit to the class and the degree of participation in group discussions. To fully participate in group discussions requires reading the assigned texts far enough in advance of the class meeting to have absorbed and analyzed the material, and to have formulated questions about the assigned topic.
- 30% On the quality of the “final version” documents that are submitted for final evaluation. The overall quality of the documents includes both the caliber of the written material and the visual presentation. Make sure that there are no errors in spelling or grammar. One slide sheet of 20 labeled slides of examples of your artwork accompanied by a Slide List must be submitted with the “final version” documents. These slides will be able for pickup following the semester culmination.
- 30% On slide lecture on your artwork and your development as an artist. To give a good slide lecture requires obtaining the very best slides of your artwork and thoughtfully preparing the text of your speech. Make an outline of the points you want to cover or write out the entire text so you don't forget anything important. Practice delivering your talk out loud; and rehearse giving the talk with your slides before the assigned time. Turn in a copy of your outline for the artist's talk to the instructor one week before you plan on giving your slide talk. Full attendance by the entire class is required at these talks. A poor turnout of the class has a depressing effect on the speaker.
- 10% Professional attitude and work ethic.

Remember that your final grade will be subject to the attendance policy stated above

Extra credit is given for volunteering as a student monitor in The University Gallery, first floor, room 103, in the Art Building. For extra credit to impact your final grade, a minimum of five hours must be logged as a volunteer. There is a sign up sheet in the Art Office room 104.

READING AND REFERENCE MATERIALS: (REQUIRED)

Karen Atkinson, ***Getting Your Sh*t Together***, *The Ultimate Business Manual for Every Practicing Artist*, 2nd Edition, CreateSpace Independent Publishing Platform

ISBN-10: 1495392201

ISBN-13: 978-1495392207

READING AND REFERENCE MATERIALS: (NOT REQUIRED)

Lee Caplin. *The Business Of Art*, Third Edition, Prentice Hall, 1998

William V. Dunning. *Advice to Young Artists in a Postmodern Era*, Syracuse University Press, 1998

Barbara Ganim. *The Designer's Commonsense Business Book*, North Light Books, 1995

Margaret Lazzari. *The Practical Handbook for the Emerging Artist*, Thompson Learning, Inc., 2002

Sarah Thornton. *Seven Days in the Art World*, W. W. Norton & Company, New York, 2008

ATTENDANCE POLICY:

Tardiness, leaving early and absences will result in grade reduction: Two late arrivals will equal one absence. Each absence will result in the final course grade will be lowered one full letter grade. After the fourth absence, the final course grade will result in a failure of the course. If you are not **present and prepared** for class or critique you will be counted as absent for the day. Students are responsible for satisfying all academic objectives as defined by the instructor. Students who do not attend at least one of the first two class meetings of the course and who have not contacted the department to indicate their intent, may be dropped from the course. The university recognizes the right of the individual professor to make attendance mandatory. Roll will be taken at the beginning of each class session, and is central to success in this course. Demonstrations, lectures, critiques, and discussions will be scheduled for many class periods. Students who are absent due to illness should contact me and/or leave a message on my voice mail.

A student who misses a class or is late for class is responsible for any material discussed and any announcements made during class. The student is also responsible for making up the missed work time.

The syllabus/schedule are subject to change.

LMS / ONLINE:

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements:

LMS REQUIREMENTS:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS BROWSER SUPPORT:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

If you have any questions or are having difficulties with the course material, please contact your Instructor.

TECHNICAL SUPPORT:

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

INTERACTION WITH INSTRUCTOR STATEMENT / COMMUNICATION RESPONSE TIME:

I prefer email as a means of communication outside of class. My email is: brian.weaver@tamuc.edu
I will be able to respond within 24 hours of receiving your email.

SYLLABUS CHANGE POLICY:

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

STUDENT CONDUCT:

The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

TAMUC ATTENDANCE:

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

The syllabus/schedule are subject to change.

ACADEMIC INTEGRITY:

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

STUDENTS WITH DISABILITIES - ADA STATEMENT:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

NONDISCRIMINATION NOTICE:

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

CAMPUS CONCEALED CARRY STATEMENT:

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

WEB URL:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

The syllabus/schedule are subject to change.

OTHER GUIDELINES:

The instructor and the Department of Art are not responsible for student work left in workspaces, installation spaces, the critique space, the shops, or the classrooms. Projects/materials are not to be stored in the group working space. Each student is responsible for ensuring that their projects and materials are safely stored, displayed, installed, and removed from the classroom and critique space. Projects must be set up and removed from the critique space at the times and spaces designated.

Please leave the classroom clean, regardless of the condition you find it in, as this is a shared space.

Students must check their school email accounts regularly. Students are responsible for any information, deadlines, and updates emailed to their webmail accounts.

Students should check with the instructor or another student outside of class time when they miss a class (prior to missing the class if possible), as in- and out-of-class exercises are spontaneously assigned. Students should bring a doctor's note for any class from which they expect to be excused.

Please address any concerns, problems, and questions regarding this class to the instructor as they arise. Outside class, the instructor is available by appointment, or through email with a 24 hour response time.

Always be open-minded when considering new ideas and constructive criticism. Critique ideas; not people. No side conversations during presentations or critiques.

Do not use cell phones, music devices or headphones during class time. No text messaging.

DISRUPTIVE BEHAVIOR:

Be advised that you can and will be dismissed from class if you engage in disruptive behavior. Students who intentionally act to impair, interfere with, or obstruct the mission, purposes, order, operations, processes, and functions of the University shall be subject to appropriate disciplinary action by University authorities for misconduct, as set forth in the applicable rules of the Board of Regents and the University and state law governing such actions.

PHILOSOPHY:

Texas A&M University - Commerce is an institution, which encourages the intellectual and personal growth of its students as scholars and citizens. As an educational institution, the University recognizes that the transmission of knowledge, the pursuit of truth, and the development of individuals requires the free exchange of ideas, self-expression, and the challenging of beliefs and customs. In order to maintain an environment where these goals can be achieved safely and equitably, the University promotes civility, respect and integrity among all members of the community. As stated in the Standard of Ethical Conduct, students are expected to exhibit high standards of behavior and concern for others.

IMPORTANT HEALTH & SAFETY:

All students enrolled in face-to-face art courses are required to comply with the procedures and policies of the Department of Art's Health and Safety Guidelines. The Guidelines cover activities in all A&M-Commerce art facilities on both the main campus and off-campus sites. Please report any safety issues immediately to your instructor(s), per health and safety guidelines outlined, studio or lab assistant, or Brandon Hudson, the department's Health and Safety Liaison. At the beginning of each semester in every course, the instructor will discuss with their students the inherent risks associated with art facilities and make sure they have read and completed the online Health and Safety Guidelines form.

Department of Art, Health and Safety Guidelines:

<http://sites.tamuc.edu/art/resources/healthandsafety/>

Health and Safety Form (to be signed online by all students)

<https://dms.tamuc.edu/Forms/ArtLabPolicy/>

TENTATIVE COURSE OUTLINE / CALENDAR

COURSE SCHEDULE: ~~Tuesday, 3pm—5:50pm~~ **ONLINE**

January 15 — Course Introduction/Overview of Class
— Introduction to GYST
— Personal Introductions
— Planning

January 22 — 5 Class Goals Due
— Obituary Due
— 10 Work Samples & Check-list Due
— Planning Questions
— Portfolio

January 29 — Review Class Work Samples
— Introduction & Elevator Speech
— Artist Statement

February 05 — Artist Statement Questions
— Venues
— Galleries
— Resumes/CV

February 12 — Press Outlets
— Artist Statement
— Public Relations & Press Releases
— Networking & PR
— Mailing Lists

February 19 — 5 Example Websites Due
— First Draft of Portfolio Due
— Resume Due
— Websites

February 26 — Second Draft of Artist Statement Due
— Writing Grants & Proposals
— Cover Letters
— Funding without Grants
— Documenting Your Work

March 04 — First Draft of Digital Portfolio Due
— Financial Concerns & Taxes
— Budgets
— Pricing Your Work
— Business License

March 11 — Career Options
— Job Interviews

The syllabus/schedule are subject to change.

- March 17 Artist Statement
Business Card/Leave Behind
Website
-Review each other's and add to discussion for March 24th, 2020
- March 24 Biographical Sketch
Artist Elevator Speech (30 seconds)
Personal/Who Are You Speech/Intro (3 minutes)
-Review each other's and add to discussion for March 31st, 2020
- March 31 Resume/CV updates and additions
Obituary updates and additions
Cover Letter updates and additions
10 Artworks PowerPoint Presentation updates and additions
-Review each other's and add to discussion for April 07th, 2020
- April 07 Combine Personal/Who Are You Speech/Intro with Artist Statement, Artist Elevator Speech
and 10 Artworks PowerPoint Images to create Lecture
-Review each other's and add to discussion for April 14th, 2020
- April 14 Flex-Project Workday for all Components
-Review each other's and add to discussion for April 21st, 2020
- April 21 Flex-Project Workday for all Components
-Review each other's and add to discussion for April 28th, 2020
- April 28 Flex-Project Workday for all Components
-Review each other's and add to discussion for March 24th, 2020
Send all files to me by end of day
- May 05 FINAL WORKDAY with FEEDBACK: GROUP VIDEO CHAT SESSION
Business Card/Leave Behind
Website
Artist Statement
Biographical Sketch
Obituary
Resume/CV
Cover Letter
5 Class Goals
10 Artworks in PowerPoint/Artist Lecture
Artist Elevator Speech (30 seconds)
Personal/Who Are You Speech/Intro (3 minutes)
- May 12 Final Critiques/Presentations of Materials Online Portfolio
-Individual Video Chat Sessions (times TBD)

The syllabus/schedule are subject to change.