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ART 403. 001 Practicum in Art

COURSE SYLLABUS: Spring 2022

INSTRUCTOR INFORMATION

Instructor: **Chad D. Smith**

Office Location: **J233**

Office Hours: **By Appointment**

University Email Address: **chad.smith@tamuc.edu**

Preferred Form of Communication: **email**

Communication Response Time: **12 – 24 hours**

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Texts and/or Materials will be introduced through out the semester

Course Description

This course prepares students for the job market in the visual arts through exercises in résumé 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

1. Students will demonstrate effective presentation and articulation of personal work with an understanding of basic professional practices in the field.

The syllabus/schedule are subject to change.

2. Students will develop a personal professional portfolio, curriculum vitae/résumé, artist statement, and biography.

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3. Students will gain an understanding of how to apply for a grant and gain an awareness of additional education, exhibition, and employment opportunities in the arts.
4. From guest lecturers, students will begin to develop an understanding of legal and tax strategies for working artists.
5. Students will learn strategies to transition from student to professional artist.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students must have access to and understand how to use the following:

- Internet access (computer)
- Microsoft Word
- Presentation Software (Adobe)
- Camera and necessary equipment for photographing personal artwork

Instructional Methods

1. Class will meet once a week on Wednesdays, 6:00-8:50 PM.
2. Attendance is required. You will be counted absent for the day if you are not present when roll is taken. Roll will be taken at the beginning of each class session. Leaving class early may counted as an absence. Tardiness, leaving early and absences may result in grade reduction: Three late arrivals will equal one absence. Each absence will result in the final course grade will be lowered one full letter grade. After the third unexcused absence, the final course grade will result in a failure of the course. If you are not present and prepared for class or presentations, 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.

Note: Students may use mobile devices during the break OUTSIDE the classroom only—students who use mobile devices in the classroom will be asked to leave the class and counted absent for the day, no matter how far advanced the class period. Do not use music devices or headphones during class time. No text messaging. Turn phones off or ringers off during class time, **before you arrive to class.**

3. Informed participation in-group discussions are required.

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4. The student is responsible for ALL MATERIALS and INFORMATION presented in class whether or not the student is present during the class period. Get to know the names and telephone numbers of other students in the class so you can contact them in advance of the next class.

5. Submission of written documents – CV/Resume, Artist's Statement, Artist's Biography, Cover Letter -- on the due dates is required. Each document will be submitted twice. The initial submission will be evaluated by the instructor, 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.

6. All documents produced for this class must be prepared as a WORD document. Documents submitted for initial evaluation must be double spaced between lines.

7. Each student will give a lecture 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.

Student Responsibilities or Tips for Success in the Course

Attendance is required and is recorded at all class meetings either. Every student will be responsible for all information given during scheduled class and lab times as well as turning in assignments, exercises and written essays on or before due date. Students are responsible for ALL MATERIALS and INFORMATION presented in class whether or not the student is present during the class period. Get to know the names and telephone numbers of other students in the class so you can contact them in advance of the next class. Please do not come to class sick.

GRADING

"Grades are not given, they are earned".

Students can receive a maximum of 50 points for each class periods. Those points will be determined by performance on critiques, exercises, presentations, and class participation. The end of the term for the semester's final grade will be determined by adding up the student's point and calculating the percent of those points from the maximum point that could be received. The end of the semester grades will be determined using the following scale:

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

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TECHNOLOGY REQUIREMENTS

LMS

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>

ACCESS AND NAVIGATION

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.

COMMUNICATION AND SUPPORT

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>

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Interaction with Instructor Statement

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

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.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx).

<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](http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx) webpage and [Procedure 13.99.99.R0.01](http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx).

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

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

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/academic/13.99.99.R0.03)

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Undergraduate Student Academic Dishonesty Form

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

Graduate Student Academic Dishonesty Form

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

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

Velma K. Waters Library Rm 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

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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.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

COURSE OUTLINE / CALENDAR

Content of the class will be decided week-to-week and posted via class blog and on D2L.

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