



**Arts 515-01E – 23340 - MFA Exhibition Studio Art- Spring 2026
Exhibition Development**

INSTRUCTOR INFORMATION

Instructor: Melynda Seaton, Associate Professor of Art History

Office Location: Art 113

Office Hours: TR 12:30-1:30 pm and by appointment

Department of Art Office - 903-886-5208

Office Fax: 903-886-5987

University Email Address: Melynda.Seaton@etamu.edu

Preferred Form of Communication: email

Communication Response Time: M-TH: 24-48 hours, F-Sun will reply following Monday

COURSE INFORMATION

Textbook(s) Required:

Readings will be posted on D2L or available via the ETAMU library.

Course Description

Students will be writing professional-quality exhibition proposals and catalog/wall text. Students will also gain insight into the behind-the-scenes functions of an art museum/gallery and into how best to communicate with these professionals. Given the specifics of the University Galleries and their degree requirements, students will refine their formal MFA capstone exhibition proposals, addressing any issues related to preparation, installation, and permissions. Upon approval by the major advisor and admission to MFA candidacy, students will mount an exhibition that demonstrates a unified theme and is accompanied by a written statement and visual documentation.

Student Learning Outcomes:

1. Become familiar with different types of art exhibitions and exhibition design, both historical and contemporary.
2. Develop professional writing skills regarding exhibition proposals, catalog/wall text, and communications with gallery and museum professionals.
3. Develop the ability to analyze essential articles, texts, and artistic writings.
4. Develop the ability to think critically about museums, galleries, and exhibitions.

Minimal Technical Skills Needed

Using the D2L Brightspace learning management system, Microsoft Word.

Course Instruction Methods and Student Expectations:

This course will require reading materials accessed via the D2L classroom or the ETAMU library, regular class attendance, written assignments, and active participation in class discussions. Classes will meet via Zoom and at off-campus galleries and museums.

COURSE REQUIREMENTS

Grading

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

A = 89.5%-100%		A = 360- 400 Points
B = 79.5%-89.4%		B = 320- 359 Points
C = 69.5%-79.4%	OR	C = 280- 321 Points
D = 59.5%-69.4%		D = 240- 279 Points
F = 59% or below		F = 239 & > Points

Assessments

Participation: 25 points

Exhibition Critique Essay: 50 points

Exhibition Review: 50 points

Submission to off-campus Call for Artists: 50 points

Exhibition Statement Project: 225 points

Total Points: 400 points

Course Policies:

Active Class Participation: (25 points)

Students are expected to attend class weekly via Zoom or at a designated gallery or museum, having completed the assigned reading and prepared to evaluate the theoretical implications of the readings critically, the contribution of the readings to the theme under discussion, and the relationship between a given week's readings and previous weeks' themes. The success of each week's discussion depends on the preparation of all the class participants.

Attendance: You may be absent from class twice. There is no distinction between excused and unexcused absences. On your third absence, you will receive an "F" in the class. Two tardies of 20 minutes or more equals an absence. A tardiness of 60 minutes equals an absence.

Exhibition Critique Review: (50 points)

Written assignment critiquing two (2) exhibition reviews from

<http://caareviews.org/reviews/exhibition>, submitted via D2L due on February 16 by 4 pm.

Exhibition Review: (50 points)

Written assignment reviewing an exhibition at an off-campus gallery or museum, submitted via D2L, due on March 2 by 4 pm.

Submission to off-campus Call for Artists: (50 points)

Written assignment that includes research, authorship, and submission to a Call for Artists submitted via D2L due on April 6 by 4 pm.

Exhibition Statement Project: (225 points) – all assignments due at 4 pm

- Description/Abstract/Thesis Statement: 25 points, due February 16
- Annotated Bibliography: 50 points, due March 17
- Outline: 25 points, due November 1, due March 30
- Exhibition Statement Draft: 50 points, due April 20
- Paper Reviews: 25 points, due December 28
- Exhibition Statement Final Draft: 50 points, due December 13

Academic dishonesty:

There is zero tolerance for academic dishonesty in this class. Be sure that you understand what constitutes academic dishonesty (e.g., plagiarism, cheating on exams, theft of instructional material or exams, representing the work of someone else as one's own, **use of AI technology**, etc.). Academic dishonesty is a severe transgression in college and may result in referral to the Dean of Students, dismissal from class, expulsion from the University, and a failing grade. Please see [Graduate Academic Policy](#).

Use of AI technology is strictly forbidden in this course, including drafting outlines, seeking research topics, and authoring or editing any written assignments. The only use permissible is for basic grammar, spelling, and citation generators.

Classroom Etiquette:

Please be mindful and respectful of others in the classroom. In all communication, including email and discussions, please adhere to the following guidelines:

- Use of profanity, slang, or racial slurs is NOT permitted
- Be mindful of tone, keep it professional and respectful of others
- Avoid jokes, as they may not come across as such to others

Any behavior deemed disruptive by the instructor may result in a student being asked to leave the class, and continued disruptions may result in expulsion from the class.

Interaction with Instructor Statement

Email is the quickest and most reliable way to contact me, and I will conduct email correspondence according to the following schedule:

- Monday–Thursday: Every effort will be made to answer your emails within a 24-48-hour period.
- Friday–Sunday: I will try to respond to your emails promptly, but please note that you may not receive a response until the following Monday or Tuesday.

Please feel free to contact me with any questions or concerns you may have.

If you encounter problems accessing D2L, please get in touch with Technical Support at 1-877-325-7778.

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M University 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@etamu.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>

UNIVERSITY 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**.

<https://www.etamu.edu/student-guidebook/>

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>

Academic Integrity

Students at East Texas A&M University 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

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.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

East Texas A&M University

Gee Library- Room 162

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

Fax (903) 468-8148

Email: studentdisabilityservices@etamu.edu

Website: **Office of Student Disability Resources and Services**

<https://inside.tamuc.edu/campuslife/CampusServices/StudentDisabilityServices/default.aspx>

Nondiscrimination Notice

East Texas A&M University 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 East Texas A&M University 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 East Texas A&M 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 East Texas A&M campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

East Texas A&M Supports Students' Mental Health

The Counseling Center at East Texas A&M, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connections 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.etamu.edu/counsel

Week	Date	Agenda	Assignments Due
1	January 29	Meet on Thursday at 4:30 pm via Zoom - go over class expectations	
2	February 2	Review Academic Writing, Research Methods, and an overview of Exhibition Methodologies	
3	February 9	Discuss Exhibition Reviews; Discuss Types of Exhibitions and Venues	Exhibition Critique Essay
4	February 16	Museum/Gallery visit TBD	Description/Abstract/ Thesis Statement
5	February 23	Exhibition Methodology and Critique	
6	March 2	Developing a Proposal - Discuss Applying for Exhibitions, etc.	Exhibition Review
7	March 9	SPRING BREAK - No Class	
8	March 16	Exhibition Methodology and Critique	Annotated Bibliography
9	March 23	Museum/Gallery visit TBD	
10	March 30	Discuss Outlines Exhibition Methodology and Critique	Outline
11	April 6	Review Art Calls, Exhibition Methodology and Critique	Call for Art Submission
12	April 13	Museum/Gallery visit TBD	
13	April 20	Exhibition Methodology and Critique	Exhibition Statement Draft
14	April 27	Discuss Feedback Regarding Exhibition Statements	Classmate Draft Reviews
15	May 4	No class	Final Exhibition Statement