

## **Senior Capstone – Art 4923**

**M/W, 9:00-12:20 AM, Spring 2024**

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Office Hours: M/W 1:00-2:00 and T/TH 11:00-22:00

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### **Course Description**

The goal of this course is to emphasize the creation and evolution of a conceptually strong and technically skillful body of work, ultimately resulting in the final BFA degree exhibition. Student builds upon previous coursework and prepares them to enter the field as an artist or an art educator. This course emphasizes expected professional standards and practices. Required for BFA and BFA Teacher Certification degree programs.

### **Course Objectives -**

- Prepare the student to enter the workforce as an art professional.
- Supports the student in the production and exhibition of a cohesive body of work.
- Students will produce a résumé
- Students will produce a curriculum vitae (CV).
- Students will produce an artist biography.
- Students will produce an artist statement.
- Students will produce documents related to the promotion of their exhibition
- Students will design a website describing, documenting, and promoting their work.
- Students will org produce an exhibition of a cohesive body of their work.
- Students will present a PowerPoint presentation of their work to the art faculty.

### **Responsibilities**

#### **Academic Dishonesty Statement**

All items pertaining to academic honesty outlined in the MSU Texas Student Handbook apply to this course. These items will not be tolerated and will result in a failing grade on any given assignment, along with referral to the college administration: The Student Creed developed and adopted by the MSU Student Government reinforces the discouragement of unethical behaviors such as cheating, fabrication, facilitation of academic dishonesty, plagiarism, and/or interference or violation of any course rules outlined in this syllabus.

#### **Conduct Statement**

As a student at MSU Texas and as a student in HSOVA you are expected to conduct yourself in a courteous and mature manner. It is imperative that you work in a way that keeps the lab clean and organized and is respectful of other students. You must realize that your actions will affect others. Please be conscientious of your fellow students. Classroom behavior that interferes with either the instructor's ability to conduct the class or the ability of other students to benefit from the instruction will result in the instructor's removing the disruptive student(s) from the class.

**This syllabus is subject to change.**

**Student Privacy Statement**

In accordance with Federal Privacy Laws a student's personal information is protected. As an instructor it is unlawful for me to share your personal information (including grades) with anyone unless I have written consent. This means I will not be able to discuss your grades with parents. If you have questions about your grades or have forgotten the grading policy for the course please come by during office hours.

**Disability Support Statement**

If you believe you have a disability requiring an accommodation, please contact the Disability Support Services in Room 168 of the Clark Student Center, 397- 4140.

<https://msutexas.edu/student-life/disability/>

**Cell Phones and Other Recording Devices**

Cell phones must be silenced and put away completely out of sight and not looked at until the class is over. If at any point your cell phone is NOT put away and silenced, you will be asked to leave for the remainder of the day. The use of cell phones and other recording or electronic devices is strictly prohibited during class. The instructor may direct, from time to time, on the possible use of cell phones for legitimate class reasons. Recording the class is prohibited.

**Campus Carry**

Senate Bill 11 passed by the 84<sup>th</sup> Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage at <http://mwsu.edu/campus-carry/rules-policies>.

**Attendance**

Class attendance is mandatory in a studio art environment at this level, and you are expected to come to class on time, prepared and ready to engage with your fellow classmates.

- Any absences at this level are inexcusable aside from sickness or family related illness. Please notify me in advance if you ever need to miss a class. Religious holidays and curricular events can be accommodated, but only when advance notification is provided within the first week of class.
- There will be a final grade deduction of one letter grade for each unexcused absence on any day the class meets for a group critique, or you are scheduled for an individual meeting with me. Being unprepared for a critique (arriving without work) or repeatedly arriving more than ten minutes late will also count as an absence at my discretion.
- A grade of "Incomplete" is granted only with a written doctor's excuse or under emergency circumstances such as a death in the family.
- Absences during critiques will not be tolerated. On critique days, a tardy will result in a reduction of one letter grade for the critique; a tardy of more than fifteen minutes or an absence will result in a zero for the critique. Please contact your professor prior to missing class. Lectures and demonstrations are not repeated.

**Weather Policy**

In the event of school closers due to inclement weather, class will be cancelled. Assignments will be due on the next in person class session.

## **Class Policies and Grading**

D2L will be used as the repository for class records. These include, syllabus, assignments, lectures, grading and attendance. You are expected to have the materials necessary for each class prior to class beginning and you are expected to have knowledge of your syllabus and the timeline of the course.

- **Late assignments will NOT be accepted.** All work is due on the assigned day.
- Grade percentages are determined according to the class requirements list.
- Withdrawals – It is the responsibility of the student to properly withdraw.
- Point value/grade distribution: 100-90=A, 89-80=B, 79-70=C, 69-60=D, 59-0=F
- A grade of "Incomplete" is granted only with a written doctor's excuse or under emergency circumstances such as a death in the family.

Written Work - The following guidelines apply to all submitted work.

- You are required to use Microsoft Word for all written assignments. PowerPoint for all presentations and JPEG or PDFs for images.
- Assignments will only be accepted via D2L on the due date electronically BEFORE the class session begins. Do not send me your work via e-mail.
- Computer malfunctions will not be accepted as an excuse for lateness – you must ensure that the professor receives your work in a timely manner uploaded to D2L.

## **Critique Groups:**

The following is the critique schedule for the fall semester. It is expected that you are working independently outside of class on your work and will be ready for each critique or individual meeting. Missing any of these dates, or not having sufficient work will have a serious impact on your course grade and could affect your graduation status. Any schedule changes, if needed, will be announced during class when everyone is present or via email. Critique groups are based on alphabetical listing.

1. Holly, Iris, Katherine
2. Angelina, Faith

## **Recommended Textbooks**

1. Please see handouts on D2L and links in the syllabus
2. "The Practical Handbook for the Emerging Artist" by Margaret Lazzari
3. "How to Survive and Prosper as an Artist: Selling Yourself Without Selling Your Soul" by Carol Michels

## **Requirements List**

- |                                   |                        |
|-----------------------------------|------------------------|
| 1. Exhibition Proposal 10%        | January 29             |
| 2. Artist Bio: 5%                 | February 5             |
| 3. Artist Résumé /CV: 10%         | February 5             |
| 4. Artist Statement / Labels: 10% | February 26 & April 15 |
| 5. Exhibition Announcement: 10%   | April 3                |
| 6. Exhibition: 30%                | April 19               |
| 7. Exit Survey: 5%                | May 1                  |
| 8. Website: 10%                   | May 6                  |
| 9. Presentation: 10%              | May 8                  |

<b>Week</b>	<b>Day</b>	<b>Description</b>
1	Jan 15	Martin Luther King Jr. Day – No School
	Jan 17	Introduction: Syllabus, Requirements, Objectives, Resources Discussion of senior exhibition Writing Exercise #1
2	Jan 22	Writing Exercise # 2 & 3 Discussion of Proposals and Budgets Where to purchase supplies for exhibition Artist Resources- Discussion of supplies
	Jan 24	Promoting Yourself and Your Artwork Part 1: Website <a href="https://www.wix.com/">https://www.wix.com/</a> <a href="https://www.squarespace.com">https://www.squarespace.com</a> <a href="https://www.adobe.com/search.html#g=design%20a%20website&amp;sort=relevancy&amp;start=1">https://www.adobe.com/search.html#g=design%20a%20website&amp;sort=relevancy&amp;start=1</a>
3	Jan 29	<b>Due: Exhibition Proposals</b> Discussion of proposals  Artist Biography, Résumé, and Curriculum Vitae, Cover Letters <a href="https://www.artworkarchive.com/blog/how-to-write-an-appealing-artist-biography">https://www.artworkarchive.com/blog/how-to-write-an-appealing-artist-biography</a> <a href="https://www.collegeart.org/standards-and-guidelines/guidelines/resume">https://www.collegeart.org/standards-and-guidelines/guidelines/resume</a> <a href="https://www.gyst-ink.com/resumes-cvs">https://www.gyst-ink.com/resumes-cvs</a> <a href="https://www.gyst-ink.com/cover-letters">https://www.gyst-ink.com/cover-letters</a>  Draft and peer edit Artist Biography
	Jan 31	<b>Bring draft of CV/resume</b>  Grad School discussion: <a href="https://www.gyst-ink.com/art-resources-art-school">https://www.gyst-ink.com/art-resources-art-school</a> Career discussion <a href="https://www.gyst-ink.com/career-options-for-creative-professionals">https://www.gyst-ink.com/career-options-for-creative-professionals</a>
4	Feb 5	<b>Due: Résumé &amp; Bio</b> Order all materials necessary to physically produce Capstone Exhibition.  Crafting Your Artist Statement <a href="https://www.gyst-ink.com/artist-statement">https://www.gyst-ink.com/artist-statement</a> Draft your Artist Statement.
	Feb 7	Studio Day

5	Feb 12	<b>Critique #1-</b> Holly, Iris, Katherine <b>Deadline for May graduates to file for graduation</b>
	Feb 14	<b>Critique #1-</b> Angelina, Faith
6	Feb 19	Studio Day
	Feb 21	Promoting Yourself and Your Artwork part 2: Press Release, Announcement, List of Artwork and Pricing <a href="https://www.gyst-ink.com/pr-marketing-networking">https://www.gyst-ink.com/pr-marketing-networking</a>
7	Feb 26	<b>Artist Statement Draft # 1 Due</b> – Bring a <b>printed double-spaced copy</b>
	Feb 28	Gallery and presentation methods: Matting and Framing Demonstration
8	March 4	<b>Critique #2-</b> Holly, Iris, Katherine
	March 6	<b>Critique #2-</b> Angelina, Faith
9	March 11	Spring Break
	March 13	Spring Break
10	March 18	<b>Guest Lecture – Penny Bisbee</b> Discussion: Grants, exhibitions, fellowships, Artist residencies <a href="https://www.gyst-ink.com/proposals-grants">https://www.gyst-ink.com/proposals-grants</a>
	March 20	Studio Work Day – Leah at SPE
11	March 25	Senior Capstone Presentation Requirements and Format Presenting Yourself <a href="https://www.gyst-ink.com/presenting-yourself">https://www.gyst-ink.com/presenting-yourself</a>
	March 27	Setria James – Visiting Artist Lecture

	March 28-29	Holiday Break – No Classes. <u>The building will be closed Friday-Sunday.</u>
12	April 1	Gallery Director meets with seniors in Gallery to answer questions and go over student responsibilities  <b>Critique #3-</b> Holly, Iris, Katherine
	April 3	Karsten Creightney Lecture <b>Critique #3-</b> Angelina, Faith <b>Due: Exhibition Announcement Postcard – 2 physical cards and uploaded to D2L</b>
13	Apr 8	Steve and Carlos meet with seniors in Gallery to discuss placements.
	Apr 10	<b>Exhibition Installation Begins!</b>
14	Apr 15	<b>Due: Final Artist Statement uploaded to D2L Dropbox</b>  Exhibition Installation Continued You are also expected to fully participate in the installation of exhibition spaces for the entire senior show. Please make sure other course instructors, employers, etc. are aware that you are required to be here during that time. Failure to fully participate with exhibition space preparation, work installation, work removal, and exhibition space repair after open house will result in a final grade penalty or failure of the course.
	Apr 17	Exhibition Installation Continued
	April 19	Exhibition must be installed by 5:00pm on Thursday, April 18!!!!!! Senior Exhibition Opens April 19- May 17
15	Apr 22	<b>Critique #4-</b> Holly, Iris, Katherine
	Apr 24	<b>Critique #4-</b> Angelina, Faith Last day to withdraw for W
16	Apr 29	Creating a Portfolio How to Document Your Work – Bring a camera  <a href="https://www.collegeart.org/standards-and-guidelines/guidelines/digital-format">https://www.collegeart.org/standards-and-guidelines/guidelines/digital-format</a> <a href="https://www.gyst-ink.com/documentation">https://www.gyst-ink.com/documentation</a>

	May 1	Dress rehearsal for presentations – Bring PPT
17	May 6	Dress rehearsal for presentations- Bring PPT <b>DUE: Website</b>
	May 8	Dress rehearsal for presentations
	May 9	<b>Senior Capstone Presentations 5:30-9:00</b>
	May 10	Fain Fine Arts Ceremony: 2:00 Mustang Walk: 3:30 Senior Exhibition Reception 6-8
	May 11	Commencement / Graduation -!!!! <b>Congratulations !!!!!</b>
	May 13-17	Capstone Exhibition Closes (a week after graduation) – De-installation dates and times TBA