



**Course Syllabus: Art Appreciation**  
**Juanita & Ralph Harvey School of Visual Arts**  
**ART 1413, Spring 2024**  
**W 1-3:50pm**

Instructor: Jean Shon  
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*The information contained in this class syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Course Description**

Prerequisite(s): There is no prerequisite for this course.  
Lectures, survey of images, and discussion of the visual elements and principles, and their application to visual arts.

**Course Objectives**

Upon the successful completion of this course, students will be able to:

- Identify the function of art in human society and describe the value of art as a cultural endeavor.
- Define basic art terms, processes and media, and identify design principles and elements in a range of artworks.
- Recognize and describe key works, periods, and styles in art history.
- Employ electronic tools and resources to research subjects in art.
- Apply critical looking and thinking tools in studying artworks firsthand at a cultural institution.
- Produce critical writing that includes description, analysis, interpretation, and evaluation of artworks.

**Learning Methodology**

- Class discussions
- Hands-on exercises
- Group assignments
- Lecture
- Videos of artists and historical styles/movements
- Critical reading and writing
- Museum visits

## Student Handbook

Refer to: [Student Handbook](#)

### Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct. [Office of Student Conduct](#)

Artificial Intelligence (AI): The use of generative AI tools (such as ChatGPT) is not permitted in this course; therefore, any use of AI tools for work in this class may be considered a violation of Texas Tech's Academic Integrity policy and the Student Code of Conduct since the work is not your own. The use of unauthorized AI tools will result in referral to the Office of Student Conduct.

### Required Materials

- Sketchbook, 9"x12", unlined, 100 sheets
- Access to digital camera or quality camera phone
- Supplemental articles will be made available as PDF documents in D2L
- Additional supplies will be announced in class

### Recommended Materials

- *A World of Art*, 8th Edition, by Henry Sayre, Pearson
- *Living with Art*, 12<sup>th</sup> Edition, by Mark Getlein, McGraw Hill

### Attendance

Each student is allowed two absences (excused or unexcused) without penalty. Each additional absence will result in the lowering of a full letter grade. More than four absences will result in a failing grade. Speak with the instructor if you have extenuating circumstances, but do not expect to be excused from this policy. If you are absent, it is your responsibility to find out what you missed in class. Lectures and demonstrations are not repeated.

Entering class late is when the instructor has already started lecture, around 10 minutes into class. Late arrivals and leaving early from class three times will count as one absence. More than 20 minutes late to class will count as an absence.

Absences during presentations will not be tolerated. If you miss or are late for presentations (even if your work was already presented), you will be assessed accordingly. Be considerate to your classmates and the work they put in.

### Weather Closure Policy

For inclement weather school-wide closures, you will be notified through MSU Alert. The instructor will send out an announcement via D2L News if there is class that day. Depending on what is on the schedule, the instructor may class or meetings over Zoom.

### **Office Hours**

Students must sign up for office hours via Calendly 4 hours prior to the meeting. Otherwise, meeting may not be guaranteed. Office hours may be in person or over Zoom.

Link: <https://calendly.com/jean-shon/office-hours>

### **Instructor Class Policies**

Classroom Etiquette:

- You are expected to come to class having completed all readings, assignments, discussion boards, and arriving with any required materials.
- You are expected to contribute to critiques of the assignments and final projects, offering constructive criticism to their peers, and providing useful commentary about the work under discussion.
- Silence your devices before entering the classroom. If you are found using your phone, tablet or the class computer for something other than class work (i.e. texting, social media, and so on) you will be asked to leave and will receive an absence for the day.
- Be kind and compassionate to each other according to the Charter of Compassion.
- Help each other as you will learn as much from each other as you will learn from your instructor. I will do my best to create a safe, fun environment where you feel excited to make work.
- Disruptive and disrespectful behavior will not be tolerated. Tardiness is disruptive, so be on time. If you must arrive late, make as little noise as possible.

Active participation and involvement during class includes:

- Giving your full attention to instructor and classmates
- Having an open-minded outlook
- Participating in exercises and assignments
- Giving feedback during discussions

### **Grading**

Grading Scale: A=90-100, B=80-89, C=70-79, D=60-69, F=0-59

Grades of “A” depend on you 1) being absent 2 times or fewer 2) submitting work for all assignments on time 3) having 0 missing assignments 3) self-evaluation assessments per Evaluation Contract, Guidelines, and Charter for Compassion

Grades of “B” depend on you 1) being absent 2 times or fewer 2) submitting work for all but 1 assignments on time 3) having 0 missing assignments 3) self-evaluation assessments per Evaluation Contract, Guidelines, and Charter for Compassion

Grades of “C” depend on you 1) being absent 3 times or fewer 2) submitting work for all but 2 assignments on time 3) having no more than 1 missing assignment 3) self-evaluation assessments per Evaluation Contract, Guidelines, and Charter for Compassion

Grades lower than “C” depends on you 1) being absent 4 times or fewer 2) submitting work for all but 3 assignments on time 3) having no more than 2 missing assignments 3) self-evaluation assessments per Evaluation Contract, Guidelines, and Charter for Compassion

### Grading Breakdown

| Grade    | # of Absences | # of Late/Incomplete Assignments | # of Missed Assignments |
|----------|---------------|----------------------------------|-------------------------|
| <b>A</b> | 2 or fewer    | 0                                | 0                       |
| <b>B</b> | 2 or fewer    | 1                                | 0                       |
| <b>C</b> | 3 or fewer    | 2                                | 1                       |
| <b>D</b> | 4 or fewer    | 3                                | 2                       |
| <b>F</b> | 5 or fewer    | 4                                | 3                       |

### Assessment

Grading will be based on student engagement of the material (by way of Self-Evaluation) and conversation with the instructor. Self-Evaluation will be due after every Assignment, reading discussions, optional challenge(s), mid-semester, and end of semester.

An **Evaluation Contract**, and **Charter for Compassion** will be compiled and agreed upon on the first day of class during class and disseminated the next class, where you will sign. An **Evaluation Guideline** will be compiled that will have both concrete and non-concrete qualities to reference for your evaluation.

This course will focus on qualitative, not quantitative, assessment of your own work (something we'll discuss during the class). I will give you verbal and/or written feedback by asking questions and giving comments to engage your work on every assignment.

The intention here is to help you focus on working in a more organic way, as opposed to working as you think you're expected to. If this process causes more anxiety than it alleviates, see me at any point to confer about your progress in the course to date. If you are worried about your grade, your best strategy should be to **consistently** work on your projects, join the discussions, do the reading, and give feedback to your classmates. You should consider this course a "busy work-free zone." If an assignment does not feel productive, we can find ways to modify, remix, or repurpose the instructions.

### **Self-Evaluation**

Self-Evaluation guides will be uploaded on D2L. The guides are meant to help you reflect on your performance, but is not comprehensive and does not mean you must answer every point.

After every assignment, you will submit a Self-evaluation no more than 3 days after the due date. I may give class time for you to complete your evaluation. I will give written feedback for every assignment.

If you are unhappy with your performance on any assignment, you are allowed to re-submit your project with a new Self-Evaluation and receive feedback from me as many times as needed. The only exception is the last assignment, which you will have only 1 week to re-submit due to time constraints.

If time allows, I will meet with students individually to give feedback on their assignment. If you only receive written feedback and would like to receive verbal feedback, please sign up for office hours.

There will be two Mid-Semester and one Final Self-Evaluation to track progress throughout the semester.

During finals week, I will meet with everyone individually where a grade will be agreed upon during the meeting.

### **Late Work**

All work is due on the assigned day as stated in the contract. Absence is not an excuse; it is still your responsibility to turn in your assignment on time. You are responsible for contacting the instructor should you submit late work.

### **Studio Maintenance**

General studio clean up will be the last 15 minutes of each class session. Students will maintain discipline in studio safety precautions, maintenance and upkeep throughout the semester. The instructor will drop those students not willing to take active part in those goals.

Treat the lab as you would your home. Clean up any mess that you make. No personal grooming or hygiene in the lab.

### **Important Dates**

Last day for term schedule changes: January 19. Check date on [Academic Calendar](#).

Deadline to file for graduation: February 12. Check date on [Academic Calendar](#).

Last Day to drop with a grade of "W:" April 24. Check date on [Academic Calendar](#).

Refer to: [Drops, Withdrawals & Void](#)

### **Desire-to-Learn (D2L)**

D2L is an official means of communication and repository for this class's recordings. Please check D2L content and email daily. These include, syllabus, assignments, lectures, grading and attendance.

**Make sure that D2L class announcements and information are forwarded to your MSU email.** Go to “Account Settings→ Email” and scroll down to “Forwarding Options,” check the first box and type in your MSU email address, check “Forward and mark unread in the Inbox folder,” and save.

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

### **Contact**

You are required to use your MSU email (or D2L) for all communication. Please do not contact me via your personal email. See above under “D2L” to make sure your D2L information is being forwarded to your email.

### **Change of Schedule**

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

### **Refund and Repayment Policy**

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

### **Services for Students with Disabilities**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

### **College Policies**

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

### Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

### Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

### Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

### Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

### **Grade Appeal Process**

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)