

Midwestern State University Texas
Course Syllabus: 3D Design
Art 1123 – 102
Monday/Wednesday 2pm-4:50pm
Fain Fine Arts Center
Room C110
Fall 2024

Instructor: Peyton Lawler
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Campus Police: 940-397-4239 (9-911: any emergency)

Course Description

3-D Design is a foundation course, which emphasizes understanding elements, principles, theories, and basic studio practices in 3-dimensional art and design. Through course activities and assignments, students will learn the basic skills and knowledge to create 3 dimensional compositions and forms. Students will also discuss process, problem solving, and evaluation methods, and will develop an appreciation of 3-dimensional art and design.

Course Objectives

Students will be assigned four major projects and several other assignments including research, sketches, and presentation (critiques) throughout the semester. Class sessions will consist of lectures, demonstrations, and individual/ group discussions along with work sessions. The students are required to keep a sketch book/ notebook. Students may be asked to share sketches to discuss their ideas. Students must supply the required materials for the course. Average materials and tools cost will range \$80-\$120 for the semester. Please see the material list for the class.

Desire-to-Learn (D2L)

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.

Recommended Textbooks

Design Basics:2-D and 3-D ISBN:978-0-495-90997-2

Shaping Space, Paul Zelenski, Mary Pat Fisher, ISBN:0-03-076546-3

**Creating Life–Like Animals in Polymer Clay*, Katherine Dewey, ISBN:0-89134-955-3

**Creating Life–Like Figures in Polymer Clay*, Katherine Dewey, ISBN:0-9741530-0-1

Attendance, Absence, and Late Policy

Students enrolled in the Juanita and Ralph Harvey School of Visual Arts must comply with the following department-wide Attendance, Absence, and Lateness Policy:

- Students arriving 10 minutes after class begins will be considered late and will be counted absent.
- Three late arrivals count as a single absence.
- Students may be absent from class 3 times without penalty and without providing any documentation regarding the absence.
- If a student incurs a 4th absence, his or her final course evaluation will be reduced by a full letter grade.
- If a student is absent 5 times, whatever the reason, he or she will receive a failing grade (F) for the course, dropped from class roll, and be asked to stop attending class.
- Students are required to remain in class for the entire class session. Students will earn an absence if they leave before the professor has dismissed class.
- Excused absences must be brought before me prior to the absence, or if later, the student must have supporting documentation (academic, medical, or family emergency) in the case of excessive absences.

Additional Attendance and Due Dates Policy

Late arrival or early departure without excuse will be considered as one third of an absence. Students must meet/ available during the class time with required materials. If students don't have the required materials, students may receive an absence. It is students' responsibility to obtain the information they missed in class. Late projects or missing a critique will also result in a lowering of students' project grade up to 10 % (Please read the Class Attendance Policy in the student handbook)

*In order to retain an excused absence, students are responsible for providing the instructor with official written documents such as a doctor's note, obituary, letter from the Dean of the Students or another instructor, etc.

Weather Closure Policy

In case of impending weather or related cases, check MSU Alerts and msutexas.edu for updates. Note that some instances may impact a full day closure while others may delay or close for only a portion of the day. Class will take place if university is open. Use wise judgement in special cases as safety is a priority, such as driving outside city limits. Class updates will continue to be posted on D2L.

Zoom Policy

If students need to join the class on Zoom, they must send me an email to explain their excuse at least 30 minutes before the class session time. When using Zoom during the class time, students can use virtual/custom background, however, they must be live and visible to the instructor. Do not use a still image. If students need to join Zoom consecutively more than a week, they may need to

ask the Office of Student Affairs to write an email letter to me directly from them. If students have any questions, ask me and/or the Office of Student Affairs. If students fail to follow the policy, they may receive an absence, even they join the class on Zoom.

[Dean of Students webpage, email, and phone:](#)

Email: student.affairs@msutexas.edu

AI Generated Text or Imagery

All artwork and text will be constructed without the use of AI. This is to maintain academic integrity as well as respecting a strong ethical foundation regarding unique works and original authorship in the arts. That being said, conversation about this topic is encouraged for those interested as it pertains to class material and greater topics of plagiarism, ethical copies, appropriation, and sourced inspiration.

Grading

1. Each project is worth 10 points (20%) of the final grade (20% x 4=80%). See *3-D Design Project Evaluation Form and Summary of Final Semester Grade*.
2. Projects are graded based on the following criteria:
 - Design achievement and creativity
 - Technical challenge and effort
 - Craftsmanship and execution
 - Presentation and participation during critique

Points and letter grade

10–9.7=A+. 9.69–9.4=A. 9.39–9.0=A. - 8.99–8.7=B+. 8.69–8.4=B. 8.39–8.0=B-.

7.99–7.7=C+. 6.69–7.3=C. 7.29–7.0= C-. 6.99–6.7=D+. 6.69–6.4=D. 6.39–6.0=D-. Below 5.9=F

3. Course commitment, effort, participation in class discussion and cleaning 10 pts.
4. Total 50 points (100%)

Final grading system follows the university policy.

| | |
|--------------|---------------------|
| A=90%–above | Excellent |
| B=80%–89% | Good |
| D=60%–69% | Passing |
| F=59%– below | Failure (no credit) |

Basic Safety and Shop Rules

The students are not allowed to operate any tools or machinery in the studio without wearing appropriate safety gear such as ear plugs, safety goggles/glasses, dust masks, respirators etc. (Additional safety gear may be required as necessary) Do not use or operate any tools or

machines under the influence of any substances. If you have any questions or concerns, please ask the instructor.

1. No sandals or open toed shoes.
2. Wear protective clothing. Exposed skin can be burned, cut, and/or damaged. Jewelries, wired headphones, neckties, etc. can get caught in the power tools.
3. Synthetic fabrics (i.e. nylon, polyester, etc.) will melt to skin if caught on fire.
4. Long hair must be tied back.
5. Turn on the exhaust fan.
6. Property that belongs to MSU must stay inside the studio at all times.
7. Clean up tools, equipment, and work area after use.

Cell phones and other recording devices: No text messaging, no non-emergency calls during class time. 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, unless it is part of a reasonable accommodation under ADA, or by obtaining written consent by the instructor.

In case of an emergency, call campus police at ext. 4239 or 911.

Studio Etiquette

It is everyone's responsibility to help keep the studio clean. Do not leave without making sure all materials, tools, and artwork are properly stored. Your grade will be lowered if you do not clean up after yourself.

Studio Access Hours

Monday–Thursday: 7:00 am.- 1am. Card access from 10 pm.–1am.

Friday: 7:00–10 pm. No card access after 10 pm.

Saturday and Sunday: 7:00 am.- 1:00 am. Card access from 7 am.–10 pm.

*Please see the *FCOFA Hours of Operation* for more information

You must have your student ID. Do not block the doors to keep them open!

**If you have valid MSU student ID and are currently enrolled student, you will have card key access to the building.

***The studio access code is 321. Please don't share with anyone outside of this class!

Communication

If you have a question/problem with the material or a technique, please see me as soon as possible. If you wait until the last week of the semester, I might not be able to help you.

Any student who feels she/he may need an accommodation based on the impact of a disability should contact me privately to discuss your specific needs. Please contact Disability Support Services at 940.397.4140 in room 168 of the Clark Student Center to coordinate reasonable accommodations for students with documented disabilities.

Student's Project Policy

The instructor has the right to keep student projects as examples, for displays, and/ or student exhibitions. Projects that are left in the studio or the instructor's office will be discarded after one month from the end of this semester unless the student obtains permission from the instructor.

Social Justice

Social Justice is one of Midwestern State University's stated core values, and the professor considers the classroom to be a place where students will be treated with respect as human beings, regardless of gender, race, ethnicity, national origin, religious affiliation, sexual orientation, political beliefs, age, or ability. Moreover, diversity of thought is appreciated and encouraged, provided the students can agree to disagree. It is the professor's expectation that All students be able to consider the classroom a safe environment.

Conduct Statement

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, either temporarily or permanently (instructor drop), and receive a final lower grade, up to and including F. In addition, and depending on the nature of the behavior or conduct, the student(s) may be subject to further disciplinary actions as per MSU policies.

Student Honor Creed

"As an MSU Student, I pledge not to lie, cheat, steal, or help anyone else do so."

As students at MSU, we recognize that any great society must be composed of empowered, responsible citizens. We also recognize universities play an important role in helping mold these responsible citizens. We believe students themselves play an important part in developing responsible citizenship by maintaining a community where integrity and honorable character are the norm, not the exception.

Thus, We, the Students of Midwestern State University, resolve to uphold the honor of the University by affirming our commitment to complete academic honesty. We resolve not only to be honest but also to hold our peers accountable for complete honesty in all university matters.

We consider it dishonest to ask for, give, or receive help in examinations or quizzes, to use any unauthorized material in examinations, or to present, as one's own, work or ideas which are not entirely one's own. We recognize that any instructor has the right to expect that all student work is honest, original work. We accept and acknowledge that responsibility for lying, cheating, stealing, plagiarism, and other forms of academic dishonesty fundamentally rests within each individual student.

We expect of ourselves academic integrity, personal professionalism, and ethical character. We appreciate steps taken by University officials to protect the honor of the University against any who would disgrace the MSU student body by violating the spirit of this creed.

Written and adopted by the 2002-2003 MSU Student Senate.

Academic Misconduct Policy and Procedures

[Office of Student Conduct](#)

[Student Handbook](#)

Academic Integrity Statement

Academic integrity is taking responsibility for one's own class and/or course work, being individually accountable, and demonstrating intellectual honesty and ethical behavior. Academic integrity is a personal choice to abide by the standards of intellectual honesty and responsibility. Because education is a shared effort to achieve learning through the exchange of ideas, students, faculty, and staff have the collective responsibility to build mutual trust and respect. Ethical behavior and independent thought are essential for the highest level of academic achievement, which then must be measured. Academic achievement includes scholarship, teaching, and learning, all of which are shared endeavors. Grades are a device used to quantify the successful accumulation of knowledge through learning. Adhering to the standards of academic integrity ensures grades are earned honestly. Academic integrity is the foundation upon which students, faculty, and staff build their educational and professional careers. [Texas Tech University (“University”) Quality Enhancement Plan, Academic Integrity Task Force, 2010].

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 Dean of Student's Office.

1. The term “cheating” includes, but is not limited to: (a) use of any unauthorized assistance in taking quizzes, test, or examinations; (b) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or (c) the acquisition, without permission, of tests or other academic material belonging to a member of the university faculty or staff.
2. The term “plagiarism” includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.
3. The term “collusion” means the collaboration with another person in preparing work offered for credit if that collaboration is not authorized by the faculty member in charge.

Disruption of Teaching

Disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other university activities authorized to be held or conducted on the premises of Midwestern State University. Such activity includes classroom behavior that interferes with either the instructor's ability to conduct the class or the ability of other students to profit from the instructional program.

Instructor Drop

An instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifference attitude, or for disruptive conduct.

Student Privacy Statement

Federal law prohibits the instructor from releasing information about students to parties outside of the university without the signed consent of the student. Thus, in almost all cases the instructor will not discuss a student's academic progress or other matters with his/her parents.

Artificial Intelligence (AI) Policy

You are permitted to use artificial intelligence (AI) tools to assist you in gathering information and brainstorming ideas but you may not copy and paste information directly from the AI tool and present it as your own without citation ([APAStyle.org](https://apastyle.org)). You are responsible for the information you submit based on an AI query and for assuring that it does not contain misinformation or unethical content and that it does not violate intellectual property laws. You are expected to include a disclosure statement for each assignment describing which AI tool you used and how you used it. For example, *"ChatGPT was used to draft about 30 percent of this paper and to provide revision assistance. AI-produced content was edited for accuracy and style."* Your use of AI tools must be properly documented and cited for academic integrity.

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) exist 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](#).

Research and Creative Activity Opportunities at MSU

Enhancing Undergraduate Research Endeavors and Creative Activities (EURECA) is a program that provides opportunities for undergraduates to engage in high-quality research and creative activities with faculty. EURECA provides incentives and funding through a system that supports faculty and students in a cooperative research process. For more information contact the Office of Undergraduate Research, (940) 397-6275 or by sending a message to eureca@mwsu.edu or better yet, stop by the UGR office located in the atrium of the Clark Student Center, room 161. Information and resources are available at www.mwsu.edu/eureca.

Council on Undergraduate Research (CUR)

To support undergraduate research and creative activities, Midwestern State University holds an enhanced institutional membership with the Council on Undergraduate Research (CUR). This institutional membership includes unlimited memberships for any interested faculty, staff, and students. Students may find information on benefits and resources at www.cur.org/resources/for_students and may sign up at members.cur.org/members_online/members/newmember.asp. The CUR Undergraduate Resources Webpage contains:

- Research Opportunities;
- Presentation Opportunities;
- Undergraduate Research Journals;
- CUR-Sponsored Student Events;
- The Registry of Undergraduate Researchers;

And more!

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by MSU TEXAS. 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 Concealed Carry

Senate Bill 11 passed by the 84th 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 <https://msutexas.edu/campus-carry/>

If you have questions or concerns, please contact MSU Campus Police.

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."](#)

*The contents of syllabus and the course related documents may be modified and updated anytime through the semester on short notice to meet the most current guidelines and requirements by the university.

Departmental Policy for Gallery Openings (revised in Fall 2024)

Students enrolled in studio or art history courses must attend every gallery opening and sign their name. If the student cannot attend the gallery opening, they must meet following requirements:

- The student must sign the notebook at the art office, state their reason for missing.
- The student must write a paper on the artist exhibited in the Juanita Harvey gallery.
- The paper should emphasize the student’s reaction to the work.
- The paper must be formatted in Times New Roman, 12pt font, and be double-spaced.
- The paper must consist of 500 words.
- The paper must be submitted to the art office one week after the exhibition opening.
- If the exhibition extends past the final class day of the semester, the paper will be due one week before the final class day of the semester.
- If a student does not attend the show or write a paper their final grade will be dropped 3.3% per gallery opening.
- If a student misses all 3 of the gallery openings and does not write a paper for each of them to make it up the student’s final grade will be dropped by 10%.

Important Dates

Labor Day (no class) – Sep. 2, 2024

Art Camp (no class) – Sep. 11, 2024

Art Field Trip (no class) – Oct. 30, 2024

Thanksgiving (no class) – Nov. 27-29

Final Clean Up –

NCECA – March 26-29, 2025, Salt Lake City, Utah

Course Schedule (subject to change)

| Week | Activities/Demos | Critique |
|--------------------------------------|---|----------------------|
| Week 1 Aug. 26 Aug. 28 | Syllabus; Bring materials for Project 1 Workday | |
| Week 2 Sep. 2 Sep. 4 | Sep. 2 – Labor Day – No class Workday/Look at sketches and maquettes | |
| Week 3 Sep. 9 Sep. 11 | Workday Art Camp – No class | |
| Week 4 Sep. 16 Sep. 18 | Workday Bring materials for Project 2 | Sep. 18 – Critique 1 |
| Week 5 Sep. 23 Sep. 25 | Workday/Look at sketches Workday | |
| Week 6 Sep. 30 Oct. 2 | Workday; Paper intro Workday | |
| Week 7 Oct. 7 Oct. 9 | Bring materials for Project 3 Workday | Oct. 7 – Critique 2 |
| Week 8 Oct. 14 Oct. 16 | Midterms Week Workday/Look at sketches Workday | |
| Week 9 Oct. 21 Oct. 23 | Workday Workday | |
| Week 10 Oct. 28 Oct. 30 | Bring materials for Project 4 Art Field Trip – No class | Oct. 28 – Critique 3 |
| Week 11 Nov. 4 Nov. 6 | Workday/Look at artist choices Workday | |
| Week 12 Nov. 11 Nov. 13 | Workday Workday | |
| Week 13 Nov. 18 Nov. 20 | Workday Workday | Rough draft of paper |
| Week 14 Nov. 25 Nov. 27 | Workday Nov. 27 – Thanksgiving – No Class | |

| Week | Activities/Demos | Critique |
|------------------------------------|------------------------------------|------------------|
| Week 15 Dec. 2 Dec. 4 | Last Week of Class – Final Cleanup | |
| Week 16 Dec. 9 | Finals Week | Critique 4/Paper |