

*Sam Houston State University*  
**College of Fine Arts and Mass Communication Department of Art**

**ARTS 4315 PROFESSIONAL PRACTICES IN ART**

**SECTION 01**

3 Credit Hours

Spring Semester, 2018

<b>Class Location:</b>	ABIII 104
<b>Class Meeting Times:</b>	Tues & Thurs 3:30 – 6:20
<b>Instructor:</b>	Becky Finley
<b>Office Location:</b>	Huntsville Campus, AB III 114C
<b>Instructor Contact Information:</b>	(936) 294-3418 E-Mail: <a href="mailto:bfinley@SHSU.EDU">bfinley@SHSU.EDU</a>
<b>Office Hours:</b>	TTH 11:30 – 12:30 or by appointment

**COURSE DESCRIPTION**

This course examines practical applications of presentation, documentation, business skills and career planning specific to studio art. It provides a foundation of practical information to assist undergraduate studio majors in building a successful career after they complete their undergraduate BFA degree.

Community Engagement: During this course, students will be actively using their artistic skills to make a difference in our community by working to promote arts and art education. This experience will help students realize the positive roll their work can play in the community. It will also deepen students understanding of their role as a citizen.

Students who are graduating with a BFA in studio art this semester will all be **required** to participate in the Graduating Senior show in 3G.

**COURSE OBJECTIVES**

After completing this course, students will be able to demonstrate:

1. the ability to complete a portfolio consisting of a **Cohesive Body of Work** (20 pieces).
2. the ability to prepare an application to graduate programs, artist's grants and exhibitions.
3. the ability to properly document artwork.
4. the ability to write a finished artist statement, cv, bio, cover letter, and statement of intent.
5. the ability to present work in an artist talk and public gallery talk.
6. the ability to plan, stage, install, promote, and de-install a senior thesis exhibition of personal work.
7. the ability to research job opportunities in the arts, gallery exhibitions, artist residencies, and grants.
8. the ability to produce a website.

**TEXTBOOK AND REQUIRED MATERIALS**

- 3 Ring Binder – for notes, edits and additional reading material
- Materias for presentation of exhibition (framing, mounting, etc.), reception food, and PR
- Students will be given reading material throughout the semester

### **ATTENDANCE POLICY**

SHSU policy states: “regular and punctual class attendance is expected of each student.” In order for you to succeed in this course, you must come to class and participate. Students are responsible for all material covered in their absence. **After three absences, your final grade will be lowered a full letter for each additional absence.** It is essential for the success of the class that students participate in class discussions, critiques, and presentations. Missing class, arriving late, and failure to participate in discussions will result in a lowered final course grade.

### **PROJECTS / ASSIGNMENTS / GRADING**

Students will be evaluated by performance on graded assignments as follows:

- |  |                  |
|--|------------------|
| 1. Public Gallery Exhibition - <b>(community engagement) *</b> | <u>30 points</u> |
| a. Presentation of Artwork                                     | 15               |
| b. Gallery Talk  | 5                |
| c. Gallery Statement and PR (due <b>1 week</b> before show)    | 5                |
| d. 2 Page Paper Reflecting on Gallery Experience               | 5                |
| (This paper is due 1 week after the exhibition)                |                  |

Students will design exhibit announcement cards and posters to distribute in the community and on campus as well as prepare a professional press release that will be sent to the Huntsville Item as well as the Houstonian. Students will be responsible for installation and de-installation of the work at The Satellite Gallery, creating and hanging didactic labels, adjusting lighting and all publicity for the exhibit. Students will have a professional quality printed artist statement, bio, and CV available to the public at the gallery. Students will have a guest book for viewers to leave feedback on the experience. Exhibitions will take place from **March 29 – April 28, 2018**

**\*Note: Students must install and de-install exhibitions at designated times. Failure to do so will result in a 0 grade for the exhibition and possible disposal of your work. All policies and procedures of the Satellite Gallery must be followed in order to receive full credit for the exhibition assignment.**

**\*\*Exhibitions will be installed the Sunday (12:00 – 5:00) prior to exhibition week and de-installed the following Saturday (2:00 sharp). Opening receptions will take place on Thursdays from 6:00 – 7:30 with gallery talks at 6:30. Please make arrangements to attend all gallery talks.**

**\*\*\* All students must apply for their senior exhibition in the Satellite Gallery by stated deadline. Late proposals will not be considered for exhibition.**

\*\*\*Through the practical professional experience of mounting and promoting a professional quality exhibit of original artworks students will connect their personal artistic practice to the community in which they are working. This experience provides an opportunity for students to engage the larger community in a dialogue about art and to nurture, challenge and ultimately broaden the understanding of art and the role of the artist in the 21<sup>st</sup> century.

- |  |                           |
|--|---------------------------|
| 2. In Class Artist Talk / Presentation   | <u>15 points</u>          |
| a. Organization and pace of presentation   | 5                         |
| b. Clarity / Presentation Style  | 5                         |
| c. Information/ Content  | 5                         |
| 3. Artist Opportunity - Students select, prepare and submit a professional quality application for an actual scholarship, grant, artist residency, summer study program or foreign study program that is NOT SHSU related. Write a one-page summary of the opportunity and address reasons you found this opportunity to be a good fit with your work. Submit all documentation of your submission including screen shots of your entry. | <u>5 points</u>           |
| 4. In-Class Artist Influence Talk  | <u>5 points</u>           |
| a. Organization  | 1                         |
| b. Clarity   | 1                         |
| c. Timing  | 1                         |
| d. Information   | 2                         |
| 5. Regular Participation in Class Critiques and Discussions and statement revisions.   | <u>5 points</u>           |
| 6. Artist Website – create a website using a website builder site or writing html. A free site is fine. Site must be live and accessible to the public.  | <u>10 points</u>          |
| 7. Final Portfolio -   | <u>30 points</u>          |
| a. 20 Professional images of Cohesive Body of Art Work<br>- including a written image list   | 10                        |
| b. Cover Letter / Letter of Intent   | 5                         |
| c. Artist Statement  | 5                         |
| d. Artist Resume   | 5                         |
| e. Bio   | 5                         |
|  | <u>Total = 100 points</u> |

#### **GRADING POLICY**

Please review the following criteria:

- |                     |  |
|---------------------|--|
| <b>A = 90 – 100</b> | Super Amazing and excellent! A's are given to students who go the extra mile. Simply completing the assignments will not result in an A. In order to get an A in this class, students are expected to be working throughout the semester, participate in class discussions, and present work regularly in critiques. This work should demonstrate strong technical and conceptual development. |
| <b>B = 80 – 89</b>  | Well above average - completion of all assignments and work strong work shows progress and conceptual development.   |
| <b>C = 70 – 79</b>  | Average. Complete. Competent. Most photos are average.   |
| <b>D = 60 – 69</b>  | Below average work. Incomplete assignments and/or failure to show progress will result in a D.   |
| <b>F = 0 – 59</b>   | Unacceptable work for a college student.   |

\* Please note that all visual art is subjective, however you will learn to honestly judge your own work. Always ask yourself whether or not you have put your best effort into your work. Can you

do better? **All grades are non negotiable.**

#### **MAKE-UP POLICY**

***Late work will not be accepted!***

#### **ACADEMIC DISHONESTY**

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials. For a complete listing of the university policy, see: Dean of Student's Office.

#### **STUDENTS WITH DISABILITIES POLICY**

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail [disability@shsu.edu](mailto:disability@shsu.edu)). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. For a complete listing of the university policy, see:

<http://www.shsu.edu/dept/academic-affairs/documents/aps/students/811006.pdf>

#### **STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY**

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: "a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20...." A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will complete a form notifying the student of a reasonable timeframe

in which the missed assignments and/or examinations are to be completed. For a complete listing of the university policy, see: </dept/academic-affairs/documents/aps/students/861001.pdf>

#### **ACADEMIC GRIEVANCE PROCEDURES POLICY**

<http://www.shsu.edu/dotAsset/bb0d849d-6af2-4128-a9fa-f8c989138491.pdf>

#### **VISITORS IN THE CLASSROOM**

Only registered students may attend class. Exceptions can be made on a case-by-case basis by the professor. In all cases, visitors must not present a disruption to the class by their attendance. Students wishing to audit a class must apply to do so through the Registrar's Office.

#### **USE OF PHONE / TEXT MESSAGING/DEMEANOR IN THE CLASSROOM**

Cell phones must be **turned off or silenced** prior to the beginning of each class (**no texting**). You will be asked to leave and be counted absent if you are texting or taking calls in class. **Please use a sketchbook or your journal for taking notes.** Computer and cell phone LCD screens are disruptive to both the instructor and other students during slide lectures. ***Repeated disruptions will result in a reduction of a student's final course grade.***

#### **DEPARTMENT OF ART BFA REVIEW**

The purpose of the BFA Review is to ensure that students have learned basic principles and techniques needed for advanced art courses.

All Art students must successfully complete all of the Art Foundation courses and the BFA Review before being accepted into a BFA program in Computer Animation, Photography, or Studio Art or Graphic Design. Graphic Design students must also pass a separate Graphic Design Review after the BFA Review.

The Art Foundation Courses are WASH, Drawing, and Foundations in Digital Art. (ARTS 1313, 1314, 1315, 1316, & 2313). Students must pass each course with a grade of C or higher to take the BFA Review and proceed to upper level courses.

The semester after all of the Foundation courses are complete, students must sign up for the BFA Review. Students should see an art advisor every semester to ensure they take the BFA Review on time. It should be taken the semester immediately following the completion of the Foundation Courses.

Students who do not pass the BFA Review may re-take it the following semester. Students who do not pass on the second attempt will not be allowed to continue as BFA majors, but may follow the degree plan for the BA in Art. Non-participation after signing up or being advised to sign up will count as a failure of that semester's review.

Graphic Design students must pass the BFA Review, complete Principles of Graphic Design (ARTS 2323) and participate in a BFA Review at the end of the semester that they are enrolled in Typography (ARTS 3322).

For more information on the BFA review see the Department of art web page: <http://www.shsu.edu/academics/art/review/>

### **DEFACING UNIVERSITY PROPERTY**

Defacing University property is prohibited by University policy. It is also a criminal offense. Students will be held responsible for the cost of damages to the facilities. Violations will be reported to University Police. Students should not paint on concrete, asphalt, trees, sides of buildings, interior walls or floors of buildings, locker doors, etc. When using any kind of paint use a drop cloth or tarp to protect the surface from overspray.

### **DEPARTMENT OF ART LAPTOP REQUIREMENT**

Students in the Department of Art are required to own a laptop as specified by each BFA program. Macintosh laptops are strongly recommended and can be purchased at discounted rates for students. The specifications for each BFA program and links to the Apple Store can be found on the Department of Art website: <http://www.shsu.edu/academics/art/resources/laptop-initiative.html>. Students will be required to have laptops and the Adobe Creative Suite software in art courses that require computers. Laptops must meet or exceed the specifications described and be capable of interfacing with Department printers and other peripheral devices.

### **ARTS 4315 Professional Practices in Art                      Spring 18                      Tentative Schedule**

1/18	TH	Introduction Syllabus and Policies
1/23	TU	<b>*Review of Student's Past Work &amp; Goals for Semester</b> Bring examples of your best work. You may bring digital files on a jump drive or actual objects. Think about what you would put in a portfolio right now! <b>* Goals questions due</b>
1/25	TH	Discussion of Artist Influence Talk Writing Artist Statement / handouts Basic Groundwork: How to Research Artist Opportunities How to prepare Satellite Exhibition Proposals
1/30	TU	<b>Crit: Work in Progress</b> - bring example of work in progress, sketches, ideas, or studio visit, etc. Bring rough draft of artist statement.
2/1	TH	Reviewing past exhibition proposals. What makes a proposal strong? Websites and where to start. <b>Faculty Pecha Kucha</b> <b>Faculty Reception 6:00</b>

### **Degree Applications and Graduation Registration due by 5:00**

2/6	TU	<b>*Presentations – Artistic Influences</b>
2/8	TH	<b>*Presentations – Artistic Influences</b>
2/12	Mon	Email Satellite Proposals to Becky by 10:00 AM (late applications may not be accepted).

2/13	TU	Your Exhibition: Planning Review of Proposals Notes on Presentations Installing Your Exhibition Ways of Presenting Work Visit 3G and Satellite Gallery with Max Manning
2/15	TH	<b>Install Senior Preview: meet at Satellite Gallery at 3:30</b>
2/20	TU	<b>Crit: Work in Progress</b> Artists Statement Drafts Due Review of Senior Preview
2/22	TH	Writing Resumes, Cover Letters and Bios Websites and Social Media Researching grad schools, residencies, and grants. Grad school application process Reception Senior Preview 6:00 – 7:30
2/27	TU	Thinking about collectors and your audience. Presenting, Pricing, and Packing Art Business practices and art taxes Legal Forms for Artists and Photographers
3/1	TH	Research Day (Becky at conference)
3/6	TU	<b>Crit: Work in Progress</b> Artists Statement Drafts Due Rough Drafts due: Cover Letter, Bio, Artist CV
3/8	TH	Website Progress Presentations Teaching Secondary Education and Academia Documenting Art Work
3/13	TU	SPRING BREAK!
3/15	TH	SPRING BREAK!
3/20	TU	Open Crit of Work in Progress and Artists Statement Revisions Alternative Spaces and Gorilla Art Shows Juror, Dennis Nance lecture 5:00
3/22	TH	Cover Letter, Resume, & Bio Rough Revisions Due Thinking About Interviews (jobs, grad schools, etc.)
3/27	TU	Crit Exhibition #1 Preparing for Artist Talks

		Open Crit of Work in Progress and Artists Statement Revisions Reception #1 6:00 – 7:30
3/29	TH	Website Revisions Review Open Crit of Work in Progress and Artists Statement Revisions Juried Exhibition and Awards
4/3	TU	Crit Exhibition #2 <b>Artist Talks (20 mins)</b>
4/5	TH	<b>Artist Talks (20 mins)</b> Reception #2 6:00 – 7:30
4/10	TU	Crit Exhibition #3 Open Crit of Work in Progress and Artists Statement Revisions Reception #3 6:00 – 7:30
4/12	TH	Research Day! NYC Trip!
4/17	TU	Open Crit of Work in Progress and Artists Statement Revisions Crit Exhibition #4 <b>Revisions and Bio/CV/Cover Letter Due</b> Open Crit of Work in Progress and Artists Statement Revisions
4/19	TH	Reception #4 6:00 – 7:30 Open Crit of Work in Progress and Artists Statement Revisions
4/24	TU	Crit Exhibition #5 Open Crit of Website and PDF Reception #5 6:00 – 7:30
4/26	TH	Open Crit of Website and PDF <b>Artist Opportunity Evidence Due!</b> Graphic Design Reception
5/1	TU	<b>Final Review of Website and PDF</b> Performance & Video Pop up Show 6:00
5/3	TH	<b>Last Class Day!</b> <b>Due: PDF in the following order:</b> <ol style="list-style-type: none"> <li>1. Cover Letter</li> <li>2. CV</li> <li>3. Bio</li> <li>4. Statement</li> <li>5. Image List</li> <li>6. 20 images</li> </ol> <b>Final Website Review</b> <b>Gallery Experience Paper / Artist Opportunity Documentation</b>



**Due on Tuesday, January 23rd.**

Please type your response to each question:

1. Where do you see yourself as an artist this time next year?
  - a. What progress do you hope you have made in your practice?
  - b. What do you think you will be doing for money?
  
2. Where do you see yourself in 5 years?
  - a. This is a broad question. Again, think about your career and artistic goals you hope to achieve.
  - b. What steps will you have to take to reach these goals?
  - c. How obtainable do you think your plan is?
  
3. Where do you see yourself in 10 years?
  
4. Where do you see yourself in 20+ years?
  
5. Are there any specific things you are hoping to learn in this class? What are your goals for the semester?