SYLLABUS

ART 492.001 - Professional Practices

Fall 2017
Stephen F. Austin State University

Tuesday & Thursday 2:00-4:40pm
Room: Art 121

Instructor: Dr. Cala Coats
Office Hours: Monday & Wednesday 11am-noon & by Appointment
Office: 123R Art Building
Email: coatsc@sfasu.edu or through D2L
*I will try to respond to emails within 24 hours on weekdays.

Course Description:
Three semester hours. This course is designed to immerse art students in practical and theoretical issues related to their future professional life.

It is essential for students to attend and work diligently every session.

Program Learning Outcomes:
1. Undergraduate students will demonstrate proficiency in studio foundation skills as they relate to the elements and principles of design.
2. Undergraduate students will exhibit proficiency in the use of materials, techniques and media.
3. Undergraduate students will demonstrate understanding of contemporary art issues through exploration of synthesis of content, problem solving and creativity.
4. Undergraduate students will define and state knowledge of Art Historical precedents.

Student Learning Outcomes: (referencing Bloom’s Taxonomy of Learning Domains) Cognitive Learning Outcomes
• Knowledge- Student will be able to recall from memory influential artists, critical art theorists and technical references associated to his/her respective field of study.
• Analysis and Evaluation- Through the practice of peer reviews, student will be able to discuss, share, contrast and comprehend the successes and difficulties of their portfolio and presentations. This practice will allow the students to self evaluate their work in the future to judge the effectiveness of the work.

Affective Learning Outcomes
• Organization- Student illustrates the ability to manage time and arrange group projects and personal professional presentations.
• Internalizing Values- Student demonstrates the ability to revise and change work
• due to evidence presented in peer review.

Psychomotor Learning Outcomes

• Adaptation- Student will practice adaptation; reaction and revision of his/her personal work and learn management skills for his/her own classroom environment.

Required Text:


Recommended Texts:

• *Living and Sustaining a Creative Life; Essays by 40 Working Artists*, Louden, Sharon (ed.) *can be downloaded through SFA Library*
• *Breaking into the Art World*, White, Brian Marshall
• *Art & Fear; Observations on the Perils (and Rewards) of Artmaking*, Bayles, David
• *The 100 Best Art Towns in America*, Villani, John
• *Artists Communities; a Directory of Residencies that Offer Time and Space for Creativity*, MacNeil, Robert
• *The Artist-Gallery Partnership; a Practical Guide to Consigning Art*, Crawford, Tad and Susan Mellon
• *How to Survive and Prosper as an Artist; Selling Yourself without Selling Your Soul*, Michels, Caroll
• *The Artist’s Guide to Public Art; How to Find and Win Commissions*, Basa, Lynn
• *Writing the Artist Statement; Revealing the True Spirit of Your Work*, Goodwin, Ariane
• *Art/Work; Everything You Need to Know (and do) As Your Art Career*, Bhandari, Heather Darci and Jonathan Melber
• *The Artist’s Guide; How to Make a Living Doing What You Love*, Battenfield, Jackie
• *Legal Guide for the Visual Artist; Fine Artists, Illustrators, Computer Artists, Graphic Designers, Photographers*, Crawford, Tad
• *Getting Your Sh*t Together*, Atkinson, Karen

The following is a general description of the planned course requirements. Like all plans, they can be revised and may be revised to better facilitate student learning and the particular needs and interests of the students enrolled.

**Therefore, the instructor reserves the option to make any changes in course requirements, schedule, dates of quizzes, or due dates of assignments.** This policy allows the instructor to be flexible, accommodate for unexpected events and do a better job teaching and meeting individual student needs.

**Course Requirements & Attendance:**
Attendance is mandatory! This interactive course requires your participation in order for you to understand techniques and practice conceptual growth.

- Class time cannot be made up. We have a number of guest speakers visiting, and many of the class sessions will be discussion-based; therefore more than 3 absences will result in the loss of one full letter grade from the final grade. Your grade will continue to drop a letter grade with each additional absence. If you know you’ll have more than three absences for school/sports, talk to me before the semester begins. Because this is an interactive group learning class, you will lose points any time you miss.

- Arrive on time and participate the entire time. Three late arrivals or early departures result in one absence – This means more than 15 minutes late/early. With visitors often arriving at the beginning of the class, it is inappropriate to walk in late.

- Students must have completed work prepared prior to class. You will not be able to leave class to get supplies. Plan ahead. You are expected to stay and work the entire class time. Students not participating in class are considered absent.

- With a three-credit class, there is a minimum of six to nine hours of work expected outside of class each week. Please learn to set priorities and budget your time.

- Late work will me accepted in some cases. The grade for any late work will be docked 10% each day it is absent.

- We will have regular work during “dead” week.

Grading/Projects:
Your grade will be based on your effectiveness to understand and apply the learning outcomes listed above.
GRADING SCALE:
Letter grades are assigned according to the following scale for the Final Average
A (90-100) B (80 – 89.9) C (70-79.9) D (60-69.9) F (0-59.9)

- Griffith Gallery Installation. (10%) During the first 2 weeks of the semester, we will install a print show at the Griffith Gallery. Each student will be responsible for a set of tasks. Students will be graded on participation, attitude, teamwork, and successful execution of assigned responsibilities.

- Reading Summaries. (20%) Throughout the semester, you will be asked to complete a reading summary illustrating knowledge and reflection of each assigned reading. These will take different forms. Instructions will be given for each prior to the due date stated on the course calendar.
• **Peer Review & Corrections. (5%)** Each student will be required to complete a peer review of each major element of the hiring portfolio. Students will suggest changes in grammar, style, structure and aesthetics of the curriculum vitae, resume, teaching philosophy, artist statement, and cover letter. The edits can be done using track changes in Microsoft Word. Each peer review will be graded. Students should find at least six significant suggestions for each work. Students will also be required to make a series of edits to their documents, taking into consideration the feedback of peers and instructor.

• **Job Application Components. (20%)** The organization and aesthetic quality of your job portfolio is essential to landing an interview for a job. You will need to prepare a curriculum vita, resume, and an artist statement. There will be due dates throughout the semester. You will have to post in the discussion tab and the final piece will be due in the dropbox. Your initial document will be worth 40 points. Your highly edited document will be worth 60 points.

• **Professional Portfolio. (20%)** Your portfolio will take the form of a website that you will design. You should include 20 images of your work and an image list. This portfolio will be worth 10% of your final grade. The image and list will count for 10% of the grade, and professionalism, all other elements required to be included for job application materials will be worth the other 10%.  

• **Professional Presentation. (10%)** Each student will give a professional presentation during the last week of classes. The presentation needs to be 10 minutes long on personal work. Student will need to have a prepared digital presentation and dress appropriately. Presentation assessment will be based on preparedness for presentation, visual aid effectiveness, organization and content, verbal articulation, and demonstration of time management. This presentation will be worth 100 points.

• **Attendance, Participation, Preparedness, & Attitude. (10%)** Class participation and attendance are required for this course. To get full credit for participation and attendance, you need to attend each class meeting, be prepared with all required assignments, and participate in class discussions. Most of the class time will be devoted to discussions of the readings and the course assignments. I expect each student to participate in the discussions on a regular basis. As for attendance, you should let me know if you have a legitimate excuse for missing class.

• **Apply to 1 art exhibition. (5%)** You must provide proof of application.

**GRADING SCALE:**
90–100% A 90-100 points
80–90 % B 80-89
70–80 % C 70-79
60–70 % D 60-69
59–0 % F 0 to 59 points

Course Evaluations:

Near the conclusion of each semester, students in the School of Art electronically evaluate courses taken within the COFA. As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the COFA faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!

In the School of Art, the course evaluation process has been simplified and is completed electronically through MySFA. Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.

Student Ethics and Other Policy Information:

Students with Disabilities
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004/468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

Academic Integrity
Please copy and paste the following information regarding Academic Integrity into your syllabus. In addition, you may include your own guidelines for academic integrity as appropriate.

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism
are (1) submitting an assignment as if it were one’s own work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one’s paper without giving the author due credit. Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

**Withheld Grades Semester Grades Policy (A-54)**
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

**Course Technology Requirements:**
- Submission of Digital images, computer requirements and supported browsers, downloads and other services please log onto the D2L website and refer to the section D2L Student Support & Tutorials OR you may call D2L support at 936-468-1919 for assistance.

**The instructor reserves the right to modify the provisions of this syllabus to meet the needs of the class at any time during the semester.**