ART 496.001 BFA Exhibition
Syllabus for Fall Semester, 2017
Neal Cox
School of Art, SFASU
Monday, August 28th – Friday, December 15th
B133C Office Phone # 468-4563
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Office Hours: Monday-Thursday, 10:00-10:45, or by appointment.
B.F.A. Exhibition - No semester hours credit. Exit exhibition of selected artwork made by the student. Required for the B.F.A. in Studio Art. Prerequisite: senior standing.

Program Learning Outcomes (PLO):
Program – STUDIO ART BFA PLOs
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 a high level of 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 (SLO): Students enrolled in ART 496 should be able to demonstrate through the successful completion of a final exhibit the acquisition of the following:
• Proficiency in the technical skills related to installing, maintaining, and deinstalling an exhibit of their own work.
• The ability to develop and execute of a cohesive body of work

Course Outline: Students will meet with instructor individually to coordinate scheduling and usage of the front or back galleries in the school of art. Students will install an exhibit of their work.

Grading and Attendance:
This course is pass/fail based on the assessment of two voting faculty members from the school of art, selected by the individual student. Additionally, student grades will be withheld when the gallery is damaged or left in a state of disrepair.

Acceptable Student Behavior
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

Academic Policies:
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 when, in fact, it is at least partly the work of another; (2) submitting a 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. For more information visit http://www.sfasu.edu/policies/academic_integrity.asp

Students with disabilities: No qualified student with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any postsecondary education program or activity ... [Federal Rehabilitation Act of 1973, Section 504, 84.43]

An institution shall make such modifications to its academic requirements as are necessary to ensure that such requirements do not discriminate or have the effect of discrimination on the basis of handicap, against a qualified handicapped applicant or student ...

for more information visit http://www.sfasu.edu/policies/academic_accom_stu_disab.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 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.
ART 496 BFA Final Exhibition
BFA Show Process

At the beginning of the semester:

1) Meet with your major area professor and fill out the BFA Exhibition Application form (included in this packet and also available in the main office).
   a. BFA students will exhibit in groups of four (two per gallery) and must work together to coordinate installation, de-installation, advertising and receptions. Note: Exceptions will be made only for those students whose work merits an exception. A committee of no fewer than three faculty (including the area head under which the student works) will review an application portfolio from any student wishing to have a solo exhibition. Student must include up to ten works in the portfolio, represented digitally as well as a proposal addressing how the student will utilize the space and why a solo exhibition is desired. Student will also include an artist’s statement not to exceed one page in length. Applications for solo exhibitions will be due to Neal Cox no later than 5:00 pm on the second Friday of the semester.
   b. Take the BFA Exhibition Application form to the art office by the third week of the semester. The office staff will put a copy in Neal Cox’s mailbox and the original will go into your folder. Students who fail to successfully fill out and return this form will not be given time or space to exhibit in.

2) Apply for your show date with Neal Cox within the first 3 weeks of the semester.
   a. Email Neal at coxn@sfasu.edu with your desired date and your phone number. He must have a written copy of your desired show date, so even if you speak with him in person, you must still email him this information.
   b. If you are hoping to have your show in the final month of the semester, you need to request it early because those dates fill up fast.

When it’s time for your show:

3) Produce advertisements. Posters and/or postcards are the most common method for advertising your show.
   a. On campus we have the Graphics Shop that can print your advertising for a reasonable price. The Graphics Shop can also design them for a fee.
   b. If you write a press release and send it to the arts information office, they can help you advertise (this will not take the place of making posters/postcards). Contact Robbie Goodrich at 936.468.5820 goodrichrs@sfasu.edu
   c. You may also want to make a sign to put on Wilson Drive to help people find the gallery.
   d. Social media is another method of advertising (also doesn’t take the place of posters/postcards).

4) Contact the office staff to get the key to the gallery. Contact Neal Cox to get an installation tool kit.
   a. In this email, provide the time and date you will begin setup of your show, when you will take it down, if you need anything not in the gallery (like pedestals or shelves), and your phone number.

5) Give your two ballots (included in this packet and also available in the art office) to the appropriate professors.
   a. You must give one to your major professor. You can choose any art faculty for the
other ballot.
b. Fill out the top portion with all your information and give it to the professors before the show goes up (it’s up to you how far in advance you give it to them).
c. The professors will complete the ballots after viewing your show and they will return them to the office. After making a copy for Neal Cox, the ballots will be placed in your file.

After your Show:
6) You are responsible for all clean up of the gallery and surrounding areas.
a. You must take out the trash after your opening/closing. We cannot keep food trash in the trashcans overnight, and especially over the weekend. Even if the custodial staff is still here, it is still your responsibility to take out the trash because your opening/closing is above the scope of their normal responsibilities.
i. Take the trash to the dumpster in the parking lot; Do not leave it in the outside trash can by the vending machine.
b. You must clean up the kitchen if you use it for your food preparation.
i. Nothing can be left in the refrigerator.
c. When you take down your show, you must fill and retouch all holes.
i. Paint is stored behind the curtain in the back gallery. If the supplies are low or missing, contact Neal Cox to get more.
ii. Take a very small amount of spackle (smaller than your fingertip) and fill any holes
iii. Use a paintbrush and the provided wall paint to cover the spackle once it is dry. Also retouch any scuff marks or stray pencil markings you may have made on the walls.
iv. If you left debris on the floor (from drilling holes or things that may have come off you work), sweep the floor.
d. Anything left behind in the gallery (artwork, tools, stereos) will be removed and will become the property of the gallery (or thrown away).
7) Return the gallery key to the front office staff and the tool kit to Neal Cox.