SYLLABUS
Dr. David A. Lewis, Professor of Art History
School of Art, Office Ro 102

Class Meets normally in Room: #106 (other rooms as required) Phone: 468-4328
Email: dlewis@sfasu.edu
Office Hours: M/W/F 9:30-10:45, M/W 1:30-2:30, T/R, 10:10:45, or by appointment

Professional Practices: Credit-3 semester hours. Course type: Practicum

No textbook will be required for this course; however, some handouts will be provided in class from time
to time. Students are expected to maintain a portfolio (pocket style or ring-binder, whichever works
works best for you) of notes, all handouts, including sample resumés and their own writings, such as
artists’ statements.

COURSE DESCRIPTION:
This course introduces student artists practical issues in relation to their chosen field as artists. Topics in
employment opportunities and applications, resumé/cv writing, writing cover letters, writing an artist’s
statement, interviewing, legal considerations in employment and profession, participating in exhibitions,
residencies, graduate school options (where applicable), co-ops, mounting an exhibition, organizing
studios, scouting and maintaining gallery relationships, and will explore various theories and approaches
to art practice, as well as professional resources.

We will work with Ron King in the Art Shop to learn about building shipping crates and demos on frame
construction and review shop safety. Our class will have lecture portions and you are expected to
participate in this course in classroom discussion, as it will be important to the learning process not only
for you, but also for the other participating students.

SCHEDULE:
Given the nature of this Practicum course, the weekly schedule will vary considerably, and while we will
generally meet at the officially scheduled time, it is quite impractical to have a pre-set schedule for what
will be covered for the whole term. Some activities necessarily will be driven by topic, consensus, group
or individual student needs: these factors change from term to term. Students in Graphic Design may
have different needs than Film students, or Sculpture students, etc. Some of you may be considering
graduate school, and we will cover the pros and cons of that as well. Therefore, it is vital that each
student attend regularly, and keep informed about changes in the schedule, which will occur with some
regularity. We will have some longer sessions and some shorter ones. There will be occasions when
students will exchange a regular class day for a field trip, research at the Cole Art Center, the Steen
Library or attend a workshop. These will be announced in class and/or established with sign up sheets. A
Museum field trip to Dallas on Friday, September 20th, will have an assignment, so attendance is required
for that. Sign up in the Art Office early: meals are provided.
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.

Program –STUDIO ART BA PLOs
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Student Learning Outcomes (SLO):

Students enrolled in ART 492 should be able to demonstrate through the successful completion of projects and other coursework (including possible exams, writings, interviews) the acquisition of the following:

- Proficiency in the technical skills related to professional practices in art fields
- The ability to articulate key concepts and terminology related to professional practices
- The ability to navigate the logistics of exhibiting/ marketing art (in various media)

Regular attendance is mandatory. We generally meet twice a week, but there are field trip components both locally and the Dallas Bus Trip, September 20th. At the end of the semester, all projects/exam/written/interview assignment grades will be averaged to determine the final grade.
Grading Scale:
A-Near perfect attendance, class participation (verbal and physical), outstanding effort and product.

B-Very good attendance, class participation above average (verbal and physical), and good effort and decent product.

C-Average attendance, some class participation (verbal and physical), and average effort and product.

D-Below average attendance, little class participation (verbal and physical), and poor effort and product.

F-Poor attendance, little to no participation (verbal and physical), and very poor effort and product.

Any combination of descriptions from each letter category can determine the grade assigned (for instance, you might have near perfect attendance, but poor results in effort and product).

Class Attendance and Excused Absence Original Policy Implementation: November 9, 1981 Last Revision: July 19, 2011

Class Attendance
Regular and punctual attendance is expected for all classes, laboratories, and other activities for which a student is registered. Attendance policies shall be stated in the syllabus. For those classes where attendance is a factor in the course grade, an accurate record of attendance shall be maintained. Regardless of attendance, the student is responsible for course content and assignments.

Excused Absences
Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Students are responsible for providing satisfactory documentation in a timely manner to the instructor for each absence. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with acceptable excuses may be permitted to make up work for a maximum of three weeks’ worth of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make up work must be completed as soon as possible after returning from an absence in accordance with the course syllabus.

In the case of absences caused by participation in university-sponsored events, announcement via mySFA will constitute official notification. Faculty members sponsoring activities that require their students to be absent from other classes must submit to the Provost and Vice President for Academic Affairs an explanation of the absence, including date, time and an alphabetical listing of all attending students. If approved by the provost and vice president for academic affairs, this information will be posted on mySFA.

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 student 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] and 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

Pregnancy Clause:
If you are pregnant or should become pregnant while taking this course, or have a medical condition that could increase your sensitivity to chemical exposure, it is important for you to take all precautions concerning your own personal safety. While reasonable measures have been taken to insure your safety, there is a risk in this class of exposure to materials that could prove harmful to persons at risk. Please contact the professor should you have questions or concerns. Students who need accommodations for certified disabilities should work through the Office of Disability Services and then your professor.

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 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.