ART 492 Professional Practices  
Spring 2019  
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Office Hours: Mondays through Thursdays 2:00 - 2:45, Fridays by appointment

492. Professional Practices - Three semester hours. This course is designed to immerse art students in practical and theoretical issues related to their future professional life.

Welcome to Professional Practices. Art students will be given the opportunities over the course of six projects/assignments (see calendar at the end of this document) to learn the business side of being an artist ranging from authoring professional documents to preparing exhibition materials.

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.
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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, quizzes, readings, and writing samples) the acquisition of the following:

• Proficiency in the technical skills related to professional practices
• The ability to articulate key concepts and terminology related to professional practices
• The ability to navigate the logistics of exhibiting/marketing art-work.

Course Outline: A typical class day will consist of lecture, demonstration, and studio time, in that order. It is expected that students will need to spend up to six hours outside of class each week working on their assignments.

Grading and Attendance:

Formal evaluation of coursework will proceed as follows: Grades will be assigned on a scale of 0-4, 0 being low and 4 being high. Merit will be based on quality of craftsmanship, creativity/ambition, and precision in fulfilling any given assignment. Each project will be compared to the grading rubric (see below). I reserve the right to assign occasional readings, including written responses, and administer quizzes and/or exams as I see fit and will include the grades of such along-side project grades. Since this class is based largely on studio experience, attendance is mandatory. I expect students to arrive to class on time, every time, just as I expect for myself. Students who miss class will fall behind and the ultimate result will show in poorly executed assignments. As an additional incentive to attend class, students with perfect attendance will be given the opportunity to raise their lowest project grade one whole step (for instance from a B to an A). I reserve the right to decide whether or not I will repeat lectures and or demonstrations for students who missed them by not coming to class. At the end of the semester, all project/exam/written assignment grades will be averaged to determine the final grade. Below is the grading scale:
• 3.5 – 4 A
• 2.5 – 3.4 B
• 1.5 – 2.4 C
• .5 – 1.4 D
• 0 - .4 F

Grading Rubric:

An assignment receiving a grade of “A” represents the best possible example of that assignment. The work is excellent. There are no technical problems. The parameters of the assignment, such as they are, have been met with exactness. Content is both creative and ambitious and goes well beyond simple imitation of the demonstration. The work exhibits a sound understanding on the part of the student.

An assignment receiving a grade of “B” represents work that is good, but could be better. The work has some technical errors, but overall is satisfactory and above average. Possibly not all of the parameters of the assignment have been fulfilled, but most have. The content is thought out to a certain point, but it is slightly evident that further inquiry could have been used on the part of the student.

An assignment receiving a grade of “C” represents work that is average. The work has several errors, both technical and conceptual. The work betrays a general lack of understanding on the part of the student. Not all parameters have been met. The assignment lacks creativity beyond the demonstration of the assignment.

An assignment receiving a grade of “D” represents work that is below average and that is in need of reconsideration. There are many glaring errors in both technique and conceptual rigor. The work doesn’t satisfy the parameters of the assignment, but should be given some credit based on a low level of effort. The work displays that the student does not grasp the assigned content very well at all.

An assignment receiving a grade of “F” represents the type of work that can in no way be accepted for credit. The parameters of the assignment are not met. The technical errors are gratuitous. The portrayed attitude is one of “blowing off.” The work should be redone.
While attendance won’t be factored formally into the grading, students will be required to sign in and out on a designated sign-in sheet each day as a matter of record keeping. Students should refer to the university attendance policy in dealing with managing absences (see below):

Class Attendance and Excused Absence

Original 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 the 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 students succeed.

**Music Policy:** I allow students the privilege of listening to music on a personal listening device such as an ipod provided that the volume isn’t high enough for anyone else in the room to hear. However, I strongly recommend that everyone studying printmaking in a community setting such as this learn how to do so without the obstruction provided by earbuds playing music. Much of the learning during class happens as a result of social exchange of ideas during the work period. I will make no special effort to communicate to students who have voluntarily closed themselves off by plugging their ears.

**Required Text** (can be downloaded through the SFA library):

Living and Sustaining a Creative Life; Essays by 40 Working Artists Louden, Sharon (ed.)

**Optional recommended Texts:**

Breaking into the Art World White, Brian Marshall

Advice to Young Artists in a Postmodern Era Dunning, William V. and Ben Mahmoud

Art & Fear; Observations on the Perils (and Rewards) of Artmaking Bayles, David and Ted Orland

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 You Pursue Your Art Career Bhandari, Heather Darci and Jonathan Melber

The Artist’s Guide; How to Make a Living Doing What You Love Battenfield, Jackie
Lab Policies:
The various labs we will work in are shared with other classes. It is every student’s responsibility to clean up after each work session and to use the equipment with care. Additionally, none of the labs are storage areas. Every student should check out a locker from the School of Art. Consult the office staff for locker assignment. Since we use materials that have the potential for causing physical harm, we have instituted a strict policy prohibiting consumption of food and beverages in the classroom.

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](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](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 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.

Materials List:
Your lab fee will cover the cost of the following materials:
Matboard, hanging hardware, framing hardware, sandpaper, razor blades, hinging tape, crating hardware (i.e. screws), assorted tools, spray paint, lumber, etc.
Each student will be required to obtain the following for personal use:

Entry fees (if any) for entering art show(s)

USB drive for file storage and transfer

utility knife

Protective eyewear (the shop has a limited supply of community use eye goggles)

Ten Projects:

Framing/pedestals/labels (small shelf for ceramics)
Installation/Deinstallation
Artist’s Statement
Resume/CV/BIO
Portfolio
Website
Show Entry
Public Presentation
Reading Reviews
Packing and shipping work

Calendar:


2/01: Work Day in the Shop. Reading Response 1 due

2/08: Installation in Front and Back Galleries. Reading Response 2 due

2/15: De-installation from Front and Back Galleries. Artist’s Statement Workshop. Reading Response 3 due

2/22: Artist’s Statement Workshop continued. Resume/CV/BIO. Reading Response 4 due

3/01: Resume/CV/BIO continued. Portfolio. Reading Response 5 due

3/08: SGCI Conference

3/15: Portfolio Continued. Website. Reading Response 6 due

3/22: Spring Break

4/05: Show Entry continued. Packing and Shipping. Reading Response 7 due

4/12: Packing and Shipping continued. Public Presentation Lecture. Reading Response 8 due

4/19: Easter Break

4/26: Public Presentations

5/03: Public Presentations