SFA SCHOOL OF ART Syllabus
ARTS 4391.003 Independent Studies in Art Museum History and Practice
SPRING 2024

Professor: Dr. David A. Lewis
dlewis@sfasu.edu (use this instead of through D2L), tel. 936-468-4804, ext. 4328
Office Hours: T/R 10-10:50am; T/R 1:00pm-1:50pm and 3:30-5:30pm, F 10am-noon, by
appointment (Additional hours can be made available during exam week)

Online Class meets via ZOOM Livestream to Art Building, Room 106, M/W 5:00-6:15pm, with
some alternate meeting times for field activities, these will occur on a few Fridays throughout the
term, or when necessary, at other times convenient to your teaching work schedule.

Classes will be recorded on ZOOM and posted to D2L-BrightSpace for review.
(Dr. Lewis does not use social media like Facebook or Twitter, to contact him use the email
listed above—do NOT contact him via email on D2L, he will not see your

Texts (Recommended, but not required)—
Timothy Ambrose and Crispine Paine, Museum Basics, 2nd edition. London and New York:
Routledge, 2006. (Identified in course schedule as: MB2)

Janet Marstine, ed. New Museum Theory and Practice, an Introduction. Malden and Oxford:
Blackwell Publishing, 2008. (Identified in course schedule as: NMT)

Note: Additional photocopied reading assignments will be provided as needed and/or posted via D2L.

COURSE DESCRIPTION:
ARTS 4391.003 provides an intensive introduction to the history, theory and praxis of art
museums. The course explores the function of museums, in terms of organization,
operation and administration. We will consider questions of collections development and
management: when, what and why does a museum collect? What ethical, legal, and
financial concerns are to be encountered? In regard to public programming, how does a
museum development and serve a public? What if that public changes over time—how
might the museum need to adapt? To what extent are people of all walks of life involved in
the planning, financing and programs of public and private museums, and corporate
collections? How are museums to keep pace with, and anticipate, the future needs of an
aging populace, more diverse racial, ethnic, and religious/non-religious audiences? How will
rapid changes in technology and increasing concerns for “green” practices to reduce the
global carbon footprint affect the future of museums—and vice versa?

This class provides an unusual opportunity to work on cataloguing the new College of Fine
Arts Art Collection, recently established by Dr. Gary Wurtz, Dean of the College of Fine
The class will involve you in producing a collections catalogue! Morr n that during the first
class meeting.

COURSE LEARNING OUTCOMES:
To successfully complete ARTS 4391.003 an undergraduate student will demonstrate
competency in understanding the foundations level of museum history, theory and practice.
This will prepare the student for more advanced work in Museum Studies. The student will
demonstrate a mastery of the following foundational topics and principles: 1) art museum
history; 2) modern principles of museum structure/organization; 3) museum collections, 4) aspects of public programs, 5) curatorial terminology, and 6) some basic strategies for cataloguing collections.

STUDENT EVALUATION:
The term grade will be assigned according to student’s performance on three examinations (consisting of essay and objective questions) and the term project (to be determined in consultation with the supervising instructor—as outlined in the School of Art Independent Study form). The student is encouraged to maintain a weekly journal.

Cumulative Grades:   A 380—400; B 360—379; C 340—359; D 300—339

Exam #1: 100 points; # 2: 100 pts.; Final #100 pts.; term project: 50 pts.; and class participation: 50 pts.

COURSE SCHEDULE:
(Subject to modification at the instructor’s discretion to meet course objectives)

Note that we will schedule meetings with guest professionals like the SFA Galleries and Cole Art Center coordinator, Weelynd McMullan.

Week Number: Topics and Reading Assignments:

Jan. 22, 24. Introduction:
“Modern Museums and Postmodern Dilemma, and How Did that Happen?”
Suggested Readings: MB2, 2—16; NMT, 1—36.

Project: Cataloguing the Art Faculty collection of the College of Fine Arts
Schedule to be developed in the coming weeks as the collection is finalized.

Jan. 29, 31. “The Museum and Its Users”—Understanding the Public and Building an Audience, or Two, Three, or More,” “Artists and Workshops”
Suggested Readings: MB2, 18—42; NMT, 247—265.

Project assignments

Suggested Readings: MB2, 42—67; NMT, 203—225.

“Doing the Homework: Research and Writing about Art and Material Culture for the Public,” “Supporting External Scholars and Researchers”

Project assignments

Feb. 12, 14. Making Lasting Impressions: Museum Publications and Exhibition Documentation from wall texts to catalogues.”
Suggested Readings: MB2, 116—122 (and supplemental reading in handouts).

Project assignments

Feb. 19, 21. “Setting the Stage: Exhibition Design and Installation Basics”
Suggested Readings: MB2, 104—119 (and supplemental reading in handouts).
Project assignments

Feb. 26, 28. **First Exam, due Wednesday, Feb. 28.**

“Presentation and Interpretation: Strategies and Resources”
Suggested Readings: MB2, 78—97; NMT, 266—291.

“The Virtual and the Actual: Art and Experience for On-Line Visitors” and
“Using Electronic, Broadcast and Printed Media”
Suggested Readings: NMT, 236—246; MB2, 122—128.

Project assignments

Suggested Readings: MB2, 67—77

“Working with Friends and Membership Groups”
Suggested Readings: MB2, 128—131.

Project assignments

**Project assignments to be submitted by March 6th.**

**SPRING BREAK, March 9—17th.**

Sometime after Spring Break the Dean will sponsor a public event to celebrate the new CFA Faculty Art Collection.

Mar. 18, 20. “Development and Care of Museum Collections, part 1: Types of Collections, Policies for Accessioning and De-accessioning; Donations, Purchases, Loan Acquisitions”
Suggested Readings: MB2, 133—146.

“For the Record: Oral History, Photographic, Video, and Digital Archival Documentation Systems”
Suggested Readings: MB2, 146—158, 301—303.

Participate in field trip to **Photofest Houston** (*Transpiration and meals provided by the School of Art—you must sign up in the Art Office*)

Mar. 25, 27. “The Role of Collections in Research; Case Studies in Ethical Considerations and Repatriation”
Suggested Readings: MB2, 159—162 (and supplemental Suggested Readings, handout);

Suggested Readings: MB2, 163—179.

“A Cool, Dry Space: Storage Principles and Practice,” “The White Glove Treatment: Proper Handling, Packing and Moving of Collections”
Apr. 8, 10. **Second Exam, Wednesday, April 10th.**

Suggested Readings: MB2, 205—234; NMT, 39—63.

“Security and Disaster Preparedness”
Suggested Readings: MB2, 193—204 (and supplemental Suggested Readings, handout).

Suggested Readings: MB2, 235—257 (and supplemental Suggested Readings, handout).


April 29, May 1.


“The Power of Putting People First: Recruiting Museum Staff, Conditions of Service, Job Appraisal and Performance Measure, Training and Professional Development, Administrative Procedures”
Suggested Readings: MB2, 284—303.

May 6. **In lieu of a final exam, you will prepare a report reviewing what you learned during the term—the supervising instructor will provide guidance on how to do this in conference.**

NOTE the following SFASU policies and resources:

The Code of Student Conduct and Academic Integrity outlines the prohibited conduct by any student enrolled in a course at SFA. It is the responsibility of all members of all faculty, staff, and students to adhere to and uphold this policy.

Articles IV, VI, and VII of the new Code of Student Conduct and Academic Integrity outline the violations and procedures concerning academic conduct, including cheating, plagiarism, collusion, and misrepresentation. Cheating includes, but is not limited to: (1) Copying from the test paper (or other assignment) of another student, (2) Possession and/or use during a test of materials that are not authorized by the person giving the test, (3) Using, obtaining, or attempting to obtain by any means the whole or any part of a non-administered test, test key, homework solution, or computer program, or using a test that has been administered in prior classes or semesters without permission of the Faculty member, (4) Substituting for another person, or permitting another person to substitute for one’s self, to take a test, (5) Falsifying research data, laboratory reports, and/or other records or academic work offered for credit, (6) Using any sort of unauthorized resources or technology in completion of educational activities.

Plagiarism is the appropriation of material that is attributable in whole or in part to another source or the use of one’s own previous work in another context without citing that it was used previously, without any indication of the original source, including words, ideas, illustrations, structure, computer code, and other expression or media, and presenting that material as one’s own academic work being offered for credit or in conjunction with a program course or degree requirements.
Collusion is the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on academic dishonesty, including disclosing and/or distributing the contents of an exam.

Misrepresentation is providing false grades or résumés; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual or to injure another student academically or financially.

Withheld Grades Semester Grades Policy (5.5)
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 coursework 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 to compute the grade point average. For additional information, go to https://www.sfasu.edu/policies/course-grades-5.5.pdf.

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 promptly may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/

Student Wellness and Well-Being
SFA values students’ overall well-being, mental health and the role it plays in academic and overall student success. Students may experience stressors that can impact both their academic experience and their personal well-being. These may include academic pressure and challenges associated with relationships, emotional well-being, alcohol and other drugs, identities, finances, etc.

If you are experiencing concerns, seeking help, SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

On-campus Resources:
The Dean of Students Office (Rusk Building, 3rd floor lobby)
www.sfasu.edu/deanofstudents
936.468.7249
dos@sfasu.edu

SFA Human Services Counseling Clinic Human Services, Room 202
www.sfasu.edu/humanservices/139.asp
936.468.1041

The Health and Wellness Hub “The Hub”
Location: corner of E. College and Raguet St.

To support the health and well-being of every Lumberjack, the Health and Wellness Hub offers comprehensive services that treat the whole person – mind, body and spirit. Services include:

- Health Services
- Counseling Services
- Student Outreach and Support
- Food Pantry
- Wellness Coaching
- Alcohol and Other Drug Education

www.sfasu.edu/thehub
936.468.4008
thehub@sfasu.edu

Crisis Resources:
- Burke 24-hour crisis line: 1.800.392.8343
- National Suicide Crisis Prevention: 9-8-8
- Suicide Prevention Lifeline: 1.800.273.TALK (8255)
- johCrisis Text Line: Text HELLO to 741-741