COURSE DESCRIPTION

5900-5910. Special Problems. 1-3 hours each. Conference courses open to advanced students capable of doing independent research under the direction of the instructor. Not to be registered for except when other graduate courses are not available. Registration permitted only with consent of school. A maximum of 3 semester hours of credit for each course.

COURSE CONTENT & SCHEDULE CHANGES

This course is designed to prepare graduate students to TF for a Beginning Sculpture course. Students will attend every meeting of a Beginning Sculpture course to observe a full-time faculty member’s teaching. Students will learn how to prepare and deliver the course material, design and write their own syllabus and assignments, give technical demonstrations, and lead students in critiques. The course schedule reflects expected class progress in course subject matter, and is considered tentative. The schedule is subject to change in content and scope at the Instructor’s discretion.

COURSE OUTCOMES

- Display an understanding of the goals and strategies of teaching a Beginning Sculpture course.
- Display the capability of preparing and delivering course materials via written materials, slideshows and technical demonstrations.
- Display knowledge of the discipline, it’s history, theories, and contemporary approaches, and an ability to communicate this knowledge to undergraduate students.

COURSE REQUIREMENTS

- Meet during the Instructor’s Beginning Sculpture course and meet with the instructor individually as needed.
- Write a syllabus for a future Beginning Sculpture course.
- Write assignments for a future Beginning Sculpture course: three assignments that address specific media or techniques, and one assignment that requires research, writing and presentation.
- Give technical demonstrations as requested by the Instructor.
- Contribute to the TF teaching resources by adding to the media-specific artist lists on Canvas.
- Create an instructional binder, poster or example board for a tool/technique in the sculpture facilities that can aid students in the safe operation of the equipment.
- Help lead class discussions and critiques with the Instructor.
- Give technical demonstrations with observation and guidance from the Instructor.
- Meet with the Instructor to help grade student work.

ASSIGNMENT & ASSESSMENTS

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<tr>
<th>Assignments</th>
<th>Worth</th>
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<tr>
<td>Beginning Sculpture Syllabus</td>
<td>15 points</td>
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<tr>
<td>Assignment Sheet - Media #1</td>
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COURSE SCHEDULE

Week 1:
Monday, January 13  First day of class; Shop training; Intro to Project 1, Walk to Kirsten Angerbauer's gardenblock pavilion
Wednesday, January 15  Demo of Adobe Illustrator pen tool & image trace; Demo of CNC Plasma cutter
**Reserve laptop carts for all future work days and demos**

Week 2:
Monday, January 20  SCHOOL CLOSED - Martin Luther King, Jr. Day
Wednesday, January 22  ALICIA AWAY - Research day
**Read and contribute artist names to TF resources on Canvas**

Week 3:
Monday, January 27  Research presentations, Group 1; Demos of clean-up, bending, drilling, rivets distribution of steel; Small group meetings about project ideas
Wednesday, January 29  Work day (laptops provided)
**Instruction materials/guidelines for CNC plasma cutter due (Kate)**

Week 4:
Monday, February 3  Work day (laptops provided)
Wednesday, February 5  Work day (laptops provided)

Week 5:
Monday, February 10  Project 1 Critique - Groups 1 and 2 (photo equipment provided)
Wednesday, February 12  Project 1 Critique - Groups 3 and 4 (photo equipment provided)
**Assignment Sheet #1 due on Canvas**

Week 6:
Monday, February 17  Intro to Project 2; Research presentations, Group 2; 3D scanning demo and Meshmixer/Slicer demos
Wednesday, February 19  Fablab safety training and laser cutter demo

Week 7:
Monday, February 24  Work day (laptops provided)
Wednesday, February 26  Work day (laptops provided)
**Assignment Sheet for research, writing and presentation due on Canvas**

Week 8:
Monday, March 2  Intro to Project 3 - CNC Router; Research presentations, Group 3
Wednesday, March 4  Demo of CNC router; Work day (laptops provided)

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<td>Assignment Sheet - Media #3</td>
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<td>Assignment Sheet - Research, writing and presentation</td>
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<tr>
<td>Contribution to the TF teaching resources on Canvas</td>
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<tr>
<td>Creation of instruction materials/guidelines for the sculpture facilities</td>
<td>10</td>
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<td>Class discussions, critiques and technical demonstrations</td>
<td>5</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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** MIDTERM GRADES PROVIDED **

Week 9:
SCHOOL CLOSED FOR SPRING BREAK

Week 10:
Monday, March 16       Project 2 Critique - Groups 3 and 4
Wednesday, March 18    Project 2 Critique - Groups 1 and 2

**Assignment Sheet #2 due on Canvas**

Week 11: Project 2 Artwork Documentation/Statements Due on Canvas by Sunday, March 22
Monday, March 23       Work day (laptops provided)
Wednesday, March 25    Work day (laptops provided)

**Instruction materials/guidelines for CNC router cutter due (Emily)**

Week 12:
Monday, March 30       Intro to Project 4; Research Presentations, Group 4
Wednesday, April 1     Bring found objects to class for Project 4; Work day

Week 13:
Monday, April 6        Work day (laptops provided)
Wednesday, April 8     Work day (laptops provided)

Week 14:
Monday, April 13       Project 3 Critique - Groups 1 and 2
Wednesday, April 15    Project 3 Critique - Groups 3 and 4

**Assignment Sheet #3 due on Canvas**

Week 15: Project 3 Artwork Documentation/Statements Due on Canvas by Sunday, April 19
Monday, April 20       Work day (laptops provided)
Wednesday, April 22    Work day (laptops provided)

Week 16: SPOT Course evaluation confirmation emails due on Canvas by Sunday, April 26
Monday, April 27       Project 4 Critique - Groups 3 and 4
Wednesday, April 29    Project 4 Critique - Groups 1 and 2

Finals Week: Extracurricular activity due on Canvas by Sunday, May 3
Sunday, May 3          Last day to work in the shop and remove all materials
Monday, May 4          Final clean-up (during our final exam period at 1:30pm)
Wednesday, May 6      Beginning Sculpture Syllabus Due on Canvas
Friday, May 8          Shop Christmas

REQUIRED COURSE MATERIALS / TEXTBOOKS

None.

REQUIRED READINGS

Students will be given access to TF resources on Canvas (assignments and syllabi written by other instructors), and are encouraged to read those in preparation for creating their own materials.
LATE WORK / MAKE-UP POLICY

Late work will receive a penalty of 10% deducted from the assignment’s value per class day the work is late, unless the student provides proof of an acceptable mitigating circumstance: serious illness, death of a family member, or other circumstance if approved by the instructor.

FINAL CLEAN-UP

Students will help oversee the final clean-up of the sculpture facilities during the scheduled final exam period for the Beginning Sculpture course they are participating in.

GRADING

Grades will be provided regularly through the semester (after assignments are submitted, critique, etc…) and at mid-term. Note: There are no pluses and minuses given at UNT.

A = Excellent (100-90%)
B = Above Average (89-80%)
C = Average (79-70%)
D = Inferior (69-60%) [passing but not necessarily satisfying degree requirements]
F = Failure (59% or below)

ACADEMIC INTEGRITY

According to UNT Policy 18.1.16, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

DISABILITY ACCOMMODATION

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website at http://www.unt.edu/oda. You may also contact ODA by phone at (940) 565-4323.

INCOMPLETE GRADES

An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule. In consultation with the instructor, complete a request for an
Incomplete Grade. This form can be found on the department website and must be turned into the department chair prior to the last day of classes (not the exam date). Note: A grade of Incomplete is not automatically assigned to students.

SEXUAL DISCRIMINATION, HARASSMENT & ASSAULT

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more. UNT’s Dean of Students’ website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources. UNT’s Student Advocate can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students’ office at 940-565-2648. You are not alone. We are here to help.

HEALTH & SAFETY PROGRAM

Students are required to follow the Department of Studio Art Health and Safety guidelines and are required to complete training for each studio course. The goal of the Studio Art Health and Safety Program is to protect the health and welfare of all faculty, staff, and students and to cooperate with the University of North Texas’ Office of Risk Management. Please visit the website for details and the departmental handbook: https://art.unt.edu/healthandsafety.

HEALTH & SAFETY INFORMATION (SCULPTURE SHOP)
1. Hazards (Inherent)

Metal Shop and Wood Shop Equipment
Most wood and metal shop equipment/hand tools involve high speed rotating or revolving blades or sanding disks that can be dangerous if not used properly. Lifting heavy materials, equipment, and tools can lead to strain injuries. Electric tools cause vibrations, which can also lead to strain on the muscles. Noise from percussive equipment and tools can damage hearing.

Metals and Metal Compounds
Metalworking produces toxic and/or irritating dust and fumes. Welding, heat cutting/bending and brazing produces toxic fumes and radiates UV light. Both electrical and structural soldering produces toxic fumes from flux (hydrochloric acid and phosphors). Solder may contain lead, which is toxic. Corrosion products used in patinas (oxides, carbonates, sulfides, or sulfates) produce toxic fumes and irritating dust.

Metal Casting and Mold Techniques
Metal casting produces toxic fumes. Cast mold techniques (resin bonded sand, traditional investment and ceramic shell) produces fumes and/or irritating dust and generates liquid hazardous waste. Silica sand generates toxic, irritating dust when mixing, and exposure can cause silicosis.

Woodworking Sanding and Cutting
Sand, cutting wood produces toxic and/or irritating dust. The organic chemicals produced by trees (terpenes, paraffin, fatty acids, phenols, phthalic acid esters, sterols, stilbenes, flavonoids, and cyclic or acyclic tannins) can be toxic if absorbed through the skin, the respiratory tract, or orally. Lumber intended for use in contact with the outdoor elements is chemically treated with additives (fire retardants, pesticides, and preservatives) and produce highly toxic fumes and dust. Plywood and Composition Boards contain wood glues and adhesives (urea-formaldehyde,
phenol-formaldehyde resins or urethane plastics) which cause toxic fumes and irritating dust when cutting or sanding.

**Spray Paint, Stains, Solvents, Paint Stripper and other Aerosol Sprays**
Spray paint, stains, Paint Strippers and other aerosol sprays produce toxic fumes, skin irritants and generates liquid hazardous waste in excess paint and solvents used in cleaning (acetone, mineral spirits).

**Epoxy, Natural and Synthetic Polymers, Polyester Resins**
Epoxies, resins, glues, plastics/acyrylics and body fillers produce toxic fumes, skin irritants and generate both toxic and liquid hazardous waste. All of these (including some stones) can contain silica causing toxic fumes when sanded. Some polyester resins, plastics, urethane rubbers, and silicon rubbers are used in mold making and can be even more toxic and irritating to the skin when in liquid form.

**Stones, Plaster, Cement and other Dusts, Clays and Powders**
Minerals in stone, ceramics, glass, and abrasives (e.g. flint, steatite, dolomite, fluorspar stone, silica, garnet) produces toxic and irritating dust. Plaster is calcium sulfate, which produces toxic, irritating dust when mixing. Cement is a mixture of finely ground lime, alumina, and silica, which produces toxic, irritating dust and skin irritation when mixing. Cement is also highly alkaline and can burn then skin when exposed.

2. Best Practices

- All students must attend an orientation before using the wood and metal shops. During the orientation all shop rules and policies are presented as well as a discussion of the proper and safe use of shop tools.
- If you have never before used a specific tool or machine, please ask an Instructor, Shop Technician, or Graduate Student Assistant for a hands-on demonstration of the equipment. You must demonstrate your ability to properly operate the equipment prior to using it without supervision.
- Work in a well-ventilated area (or outside) while working with any material or practice that produces toxic or irritating fumes or dust (Resins, chemicals, oil-based paints, and solvents may not be mixed indoors).
- Purchase a good half face respirator that fits snug on your face (3M is a good brand)
- Never share your respirator with another peer (exchanging germs can cause illness)
- It’s best to get a respirator that has a filter for both vapors and particulates
- Shave facial hair so respirator fits face snug
- When not in use, store respirator in a plastic bag to prolong the longevity of the filters – the filters will continue to work if not properly sealed.
- Change filters often depending on use (see instruction manual of specific respirator)
- ALWAYS clean up all messes produced by any material or practice to prevent from exposing others to the hazards of that material and/or practice.
- Steel-toed boots or metatarsal covers are best for many practices in the sculpture area.
- Shield eyes with approved safety wear. Safety goggles and face shields are most commonly used for many different sculpture methods.
- Wash hands (including under fingernails) after using toxic materials and chemicals (even if you were wearing gloves). Pumice hand cleaners are available in the shop.
- Wear Nitrile gloves and use plastic drop cloth to contain chemicals, paints, and stains when applying.
- Make sure to wear the proper safety gear for each process.
- All spray painting must be done in spray booth and you must put wood, plastic, or cardboard down on the surface that you are spraying on as to prevent any permanent back spray.
- Welding, soldering, and brazing should be done in a well-ventilated area. Never produce metal sparks or fire near the wood shop. All hot metal working needs to be done in the designated area or outside.
- Always use common sense, avoid distractions and concentrate on the task at hand.
- To prevent hearing loss, use proper hearing protection when working with load equipment/tools. Earplugs are available in the shop.
- Sculpture materials can sometimes get messy. Make sure to wear clothes that you are ok with getting dirty or you may want to purchase an apron (note: an apron cannot be used with all materials, it can sometimes be a danger when working with wood shop or metal shop equipment).

3. Links

http://www.uab.edu/ohs/
https://www.osha.gov/Publications/woodworking_hazards/ osha3157.html
https://www.osha.gov/SLTC/metalworkingfluids/
http://www.uic.edu/sp/hlakes/harts1/HARTS_library/sculpturehazards.txt

4. Area Health & Safety Rules

All users of the studio classrooms are expected to follow studio area rules at all times. If you have any questions, ask your instructor.

- Follow all CVAD Health and Safety handbook guidelines (the handbook should be reviewed by your instructor and can be found here: https://art.unt.edu/healthandsafety
- Follow the CVAD Waste Management Chart in the classroom and other health & safety guidelines posted
- In case of emergency, call campus police at (940)565-3000 or call 911
- File an incident report (forms may be found in the CVAD H&S handbook and in the main office. Turn completed forms into the Studio Art Departmental Office within 48 hours of the event).
- Do not prop classroom doors. Doors are to remain closed to ensure the building HVAC and ventilation work properly.
- No food or drink in the studio.
- Report any safety issues IMMEDIATELY to your instructor or the shop technician.
- Use best practices for material handling. If you have questions about a material, ask an instructor for guidance or check the MSDS sheet.
- Familiarize yourself with the closest eyewash station and first aid kit. Notify your instructor if first aid supplies are low.
- Do not spray any aerosols in any CVAD classroom/studio/doorway or exterior wall/floor. Use the spray booth.
- No eating, consumption of alcohol or smoking is permitted in the studios.
- Wear close-toed shoes only – NO SANDALS!
- Tie up any long hair and remove any loose jewelry or clothing.
- ALWAYS clean up all messes produced by any material or practice to prevent from exposing others to the hazards of that material and/or practice.
- ALWAYS make sure that you are 100% sober and awake! Drugs, smoking and alcohol are not allowed in the studio and anyone under the influence should not attempt to use the facilities.
- Make sure to wear the proper personal protective equipment (PPE) for each process. The proper eye protection, hearing protection, clothing, shoes, and gloves must be worn when using any power tools/equipment. Earplugs, welding jackets, leathers, face shields, welding helmets and goggles, leather gloves, and Nitrile gloves are available in the shop. Students need to purchase their own dust masks, respirators and safety goggles (do not share – exchanging germs can cause illness).
- Students are prohibited from taking home any UNT property.
- Newspaper or plastic must be used to protect table and floor surfaces from paint, glue, stains and plaster.
- Any trash that does not fit in the trash can must be immediately taken to the dumpster. Broken glass must be packed inside paper and labeled on the outside as broken glass and walked to the dumpster. The trash guidelines are to ensure the safety of anyone encountering the trash. Liquids, medical waste, yard waste, appliances and pallets are prohibited from disposal in the dumpster.
- Students are prohibited from storing materials or projects in the wood or metal shops, please use the shelves & lockers provided.
- Do not use stationary equipment to cut painted, recycled or chemically treated lumber.
- Never wear head phones when working with power tools/equipment (you need to hear the machine or other people if something goes wrong).
- Dust off tools and/or equipment, tables and sweep the floor when finished using any equipment and tools
- Do not block doorways or walkways with materials.
- Put back all tools, safety gear, and extension cords in their designated location.
- Scrap material must be relocated in the designated scrap wood bin or scrap metal bin. Please do not leave any materials out or on the shelves that you do not want. Properly discard any unwanted materials in the trash or the Satellite Waste Management area and properly labeled.
- No hazardous materials, cement, wax or plaster down the sinks.
- Do not block doorways or block access to lights.
- Do not remove furniture from rooms or borrow furniture from rooms without permission from the area coordinators.
- Do not create “daisy chains” with multiple electric cords.
- No hazardous materials down sinks.
- Store all flammables in the flammable cabinet. Keep flammable cabinet closed at all times.
- All courses must engage in an end of the semester clean up.
- Follow the CVAD CONTAINER POLICY (see below)

There are 3 types of labels used in CVAD.
All containers must have a label identifying the contents at all times.

**UNIVERSAL LABELS** (while chemical is in use)
All secondary/satellite containers for hazardous materials (or what might be perceived as hazardous -i.e. watered-down gesso, graphite solutions, satellite containers of solvents, powders, spray paints, fixatives, oils, solvents) must be marked with content, your name and the date opened. All unmarked containers will be disposed of with no notice. Labels can be found in the studios. All containers must be marked with your name, contents and date opened.

**UNIVERSAL WASTE LABELS** (when material is designated as waste)
All containers solely containing a universal waste must have a universal waste label identifying the contents as “Universal Waste - (type of universal waste)” that are designated as waste for proper disposal. The label must also include the date the first item of universal waste entered the container.

**HAZARDOUS WASTE LABELS**
All hazardous waste containers must have a label identifying the contents as hazardous. Labels should include all constituents in the waste mixture as well as an approximate percentage of the total for that item. All constituents should equal 100%.

**EMERGENCY NOTIFICATION & PROCEDURES**
UNT Emergency Guide: https://emergency.unt.edu/emergency-guidelines-0

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to the course management system for contingency plans for covering course materials.