

ASTU 3000-504 Interdisciplinary Rotating Topics

Course Title: Basketry
Course Meeting Location: ART 258
Course Meeting Days: Mon & Wed
Course Meeting Times: 2:00-4:50
Term & Year: Fall 2025

Instructor Name: Amie Adelman
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Office Location: Art 210
Office Hours: Mon & Wed 10:00-11:00

Canvas

- This course will be available on the UNT Instructure portal, Canvas.
- The most up-to-date information will be available on Canvas.
- You can print reference materials, handouts, assignments, and the syllabus.
- You will be handing in assignments on Canvas.
- Access the Canvas login page at <https://unt.instructure.com>.

Course Announcements

- This course will be available on the UNT Instructure portal, Canvas.
- You can print the syllabus.
- You will be handing in assignments on Canvas.

Audio and Visual Recordings

No student or visitor has permission to secretly record your instructor during class or outside of class. If you need to record a demo, please ask.

Course Description *

Topics vary each semester—interdisciplinary and intermedia approaches to artmaking. Courses offer an integrated, multidimensional approach to artmaking by introducing historical and contemporary references in arts, criticism, and curation.

Bend, stretch, and contort manufactured and natural materials using hand-manipulated processes to create three-dimensional forms. Learn coiling, twining, weaving, and plaiting techniques through challenging yet rewarding research, samples, and assignments that encourage individuality, artistic growth, and risk-taking in a supportive class environment. Visit [unt_basketry](#) on Instagram to see accomplished traditional and nontraditional basket makers and students.

Course Content Statement

“Content in the arts can sometimes include works, situations, actions, and language that can be personally challenging or offensive to some students because of sexual explicitness, violence, or blasphemy. As the College of Visual Arts and Design is devoted to the principle of freedom of expression, artistic and otherwise, it is not the college’s practice to censor these works or ideas on any of these grounds. Students who might feel unduly distressed or uncomfortable by such expressions should withdraw and seek another course at the beginning of the semester.”

Learning Objectives *

Upon successful completion of this course, learners will be able to:

1. **Goal:** Develop intellectual skills.
Objective: Become familiar with artists who use basketry techniques in their artwork.
2. **Goal:** Enhance communication skills.
Objective: Respond to all the questions in the proposals and actively engage in critiques.
3. **Goal:** Develop critical thinking skills.
Objective: Compose well-thought-out artist statements reflecting on your artwork.
4. **Goal:** Improve documentation skills.
Objective: Professionally photograph sketches, samples, and artwork.
5. **Goal:** Understand and utilize various basketry materials.
Objective: Experiment with different basketry materials through samples and final projects.
6. **Goal:** Master the use of basketry tools.
Objective: Properly utilize various basketry tools to create samples and final projects.
7. **Goal:** Explore traditional basketry techniques to create traditional and nontraditional forms and structures in contemporary art.
Objective: Learn various basketry techniques through a series of samples and final projects to create traditional and nontraditional forms and structures.
8. **Goal:** Develop eye-hand-mind coordination
Objective: Use and practice keen visual observation of space and objects to create three-dimensional objects and reliefs made with basketry techniques or materials.
9. **Goal:** Evaluate Artwork.
Objective: Use the vocabulary of art, craft, design, and basketry to critique and analyze your artwork and the work of others.
10. **Goal:** Cultivate professionalism and resilience
Objective: Produce three ambitious projects requiring time management and reflection based on peer and instructor input.
11. **Goal:** Develop critical thinking skills
Objective: Translate ideas into written artist statements and completed projects.

Communication Expectations

As your instructor, I am committed to providing you with the support and guidance you need to succeed in this course. However, to ensure fairness and efficiency, I must set some reasonable boundaries around our communication.

For general questions about the course content, assignments, or any other relevant topics, I encourage you to post them in the Q&A forum on the Canvas Discussion Board. This way, not only will I be able to respond, but your classmates can also benefit from the discussion and provide additional insights. By centralizing the Q&A in this manner, we can ensure everyone can access the information they need.

If you have a more personal or private question that you would prefer to discuss with me directly, please feel free to email me. I will make every effort to respond within 24 hours, Monday through Friday. However, please note that I may be unable to respond over the weekend.

I understand that you may need to communicate more frequently or immediately with me, but I must balance that with the needs of the entire class. By setting guidelines, I aim to create a fair and efficient learning environment where everyone's questions and concerns can be addressed promptly. For quicker responses regarding course information, use the discussion board on Canvas, where everyone in the course can respond to your questions.

If you need additional support or have concerns beyond this course's scope, I encourage you to contact the appropriate campus resources, such as academic advising or student support services. I'm here to help, but I also want to ensure you can access the full range of support.

Thank you for your understanding and cooperation. I look forward to working with you throughout the semester and helping you achieve your academic goals.

Communicating via Email

- Check the syllabus before asking a question about the course, and let the instructor know you checked the syllabus before asking. Instructors put a lot of time into making students' syllabi as comprehensive as possible.
- Use a descriptive subject line to get the instructor's attention. Instructors receive a lot of emails, and a descriptive subject line helps them identify student inquiries more efficiently.
- Be concise and to the point.

Discussion Board Communication

- Treat your posts like the professional communication that they are. Use correct spelling and grammar, and always double-check a response before hitting send or reply. Do not use slang, and limit the use of emoticons.
- Read all the messages in a thread before replying to avoid repeating something one of your peers may have already said.
- Avoid replies such as "I agree"; instead, explain why you agree or disagree.
- Show your work by sharing resources and utilizing citations.
- Do not make personal attacks or use language that discriminates based on gender, sexuality, race, ethnicity, class, and/or culture when disagreeing.

Course Structure

- **Online:** Course information, including announcements, assessments, discussions, handouts, instructions, and syllabus, is available on Canvas. After each in-person critique, images of samples, sketches, and projects will also be uploaded to Canvas.
- **Lab:** This class requires a 2-hour 50-minute lab meeting twice a week. In the lab, you will practice and analyze the information absorbed in the lecture through a series of sketches, samples, and projects. The samples will allow students to learn and practice technical skills. The projects will require preparatory work, including sketching and research, and, in some cases, more samples.
- **Digital:** This class requires you to submit digital images of your assignments. Therefore, you must document your research, sketches, samples, and projects, which requires taking professional images of your sketchbook, samples, and artwork.

- **Outside Work:** Although time will be given to work on projects in class, students should expect to work on physical projects, documentation, written responses, research, proposals, and readings outside of class.
- **Time Management:** Students can expect to spend an average of 10-12 hours a week working inside and outside of class (6 hours in class and 4-6 hours outside of class), completing research, sketches, samples, and projects successfully.

To be successful in this course, you will need to:

- Attend class
- Arrive on time
- Commit to spending a minimum of 10 hours a week working on assignments.
- Show progression from class to class; final projects should reflect the time allocated.
- Cite sources, giving credit to where you obtain information.
- Network with others and utilize tact when offered differing perspectives.
- Actively participate in group discussions and critiques.
- Submit assignments on time.

Course Requirements *

Discussions

- Graded discussions allow students to introduce themselves to the class and learn from each other.

Sample 1 – Coiling

- Correctly use tools and materials while learning coiling techniques.
- Familiarize yourself with contemporary artists who use coiling techniques in their artwork.
- Develop ideas for a finished project through samples and sketches.
- Submit an assignment proposal and discuss your proposal and project ideas with your peers and instructor.
- Complete a finished piece of artwork based on techniques learned in the samples.
- Participate in critiquing your work and the work of others.
- Upload a professional image of your artwork to Canvas.
- Advanced techniques will be addressed for students who have enrolled in the Basket Weaving course.

Sample 2 – Twining & Waling

- Correctly use tools and materials while learning twining & waling techniques.
- Familiarize yourself with contemporary artists who use twining techniques in their artwork.
- Develop ideas for a finished project through samples and sketches.
- Submit an assignment proposal and discuss your proposal and project ideas with your peers and instructor.

- Complete a finished piece of artwork based on techniques learned in the samples.
- Participate in critiquing your work and the work of others.
- Upload a professional image of your artwork to Canvas.
- Advanced techniques will be addressed for students who have enrolled in the Basket Weaving course.

Sample 3 – Cathead (continuous weave)

- Correctly use tools and materials while learning cathead techniques.
- Familiarize yourself with contemporary artists who use cathead techniques in their artwork.
- Develop ideas for a finished project by completing samples and sketches.
- Submit an assignment proposal and discuss your proposal and project ideas with your peers and instructor.
- Complete a finished piece of artwork based on techniques learned in the samples.
- Participate in critiquing your work and the work of others.
- Upload a professional image of your artwork to Canvas.
- Advanced techniques will be addressed for students who have enrolled in the Basket Weaving course.

Sample 4 – Plaiting

- Correctly use tools and materials while learning plaiting techniques.
- Familiarize yourself with contemporary artists who use cat head techniques in their artwork.
- Develop ideas for a finished project by completing samples and sketches.
- Submit an assignment proposal and discuss your proposal and project ideas with your peers and instructor.
- Complete a finished piece of artwork based on techniques learned in the samples.
- Participate in critiquing your work and the work of others.
- Upload a professional image of your artwork to Canvas.
- Advanced techniques will be addressed for students who have enrolled in the Basket Weaving course.

Research

- There are a total of 4 research projects.
- The research requires students to familiarize themselves with 3 cultures or contemporary artists who use basketry materials and techniques in their artwork.

Assignment Proposals

- There are 3 Assignment Proposals.
- Develop ideas for a finished project by completing samples and sketches.
- Submit an assignment proposal and discuss your proposal and project ideas with your peers and instructor.

Assignments

- 3 assignments will be introduced
- Develop a concept based on a theme
- If needed, make samples to help you discover your aesthetic and concept.
- Apply one or more of the class techniques to create contemporary artwork.
- Accurately mount or display the artwork.
- Upload images of the final project to Canvas.

Critiques

- Three mandatory in-progress critiques
 - These critiques provide students with valuable feedback from peers and instructors at crucial stages of their projects. The feedback helps identify areas for improvement, refine techniques, and ensure the artwork is aligned with project goals and objectives.
- Three mandatory final critiques
 - These critiques emphasize that learning and improvement are ongoing processes. By participating in structured critique and revision cycles, students realize that all work can be improved, fostering a growth mindset where they view challenges as opportunities for development rather than fixed limitations.
- Be on time.
- Bring finished artwork
- Actively participate in critiquing your work and the work of others.

SPOT Evaluation

- Complete the SPOT evaluation by the deadline.
- Submit confirmation of completed SPOT evaluation to Canvas.

Professional Images of Student Artwork

Documenting artwork is an integral part of a successful studio practice. Therefore, each student must submit images of sketches, samples, and completed artwork. Although professional images are preferred, photos taken with your digital camera or phone will be accepted.

- **CVAD Photo Documentation Room**

This service will resume on the Monday following the 12th class day of the semester.

The Photo Documentation Room in Art 316 provides photographing and documenting services at no cost to CVAD students, faculty, and staff. Part of the function of the service is to create a database of student work that the university can use when creating promotional materials. Because of this, users must sign a Permission to Use Artist's Work form to have their artwork photographed.

- **Self Documentation**

If you cannot schedule a time in the Photo Documentation Room, you will need to take photos of your artwork and sketchbook with your camera or phone. Cameras, lights, and tripods can be checked out from the [CVAD Student Computer Lab](#), room 375.

When taking photographs

- Pay extra attention to documentation; everything you make will be translated into a digital image and seen through a screen.
- Start to scope out possible documentation locations: white background (use poster board or foam core) and natural lighting.
- Review the how-to videos available on Canvas for photographing 2D and 3D artworks.

After taking photographs of your artwork.

- Crop the image if needed
- Use tilt if needed
- Check for hotspots - if the image has hotspots, choose another image
- Check for shadows - if the image has shadows, use another image
- Lighten or darken the image if needed
- Use the contrast if needed
- Be careful not to over-edit

Assignment & Assessments *

Assignments	Points
Attendance	100
Discussion: Introduce Yourself to the Class	5
Discussion: Brainstorming – Unique Coiling Materials	6
Review of Pat Hickman: Baskets Holding	10
Sample 1: Coiling	20
Sample 2: Twining & Waling	20
Sample 3: Cathead-Preparation (painted watercolor paper)	6
Sample 3: Cathead (continuous weave)	20
Sample 4: Plaiting	20
Coiling Research	51
Twining & Waling Research	51
Cathead Research	51
Plaiting Research	51
Assignment 1: Proposal	34
Assignment 1: Critique	10
Assignment 1: Final Project	100
Assignment 1-Self Assessment	13
Assignment 2: Proposal	34
Assignment 2: Critique	10
Assignment 2: Final Project	100
Assignment 2: Self Assessment	13
Assignment 3: Proposal	34
Assignment 3: Critique	10
Assignment 3: Final Project	100

Assignment 3: Self Assessment	13
SPOT Evaluation-Must upload confirmation to Canvas	5
Total	887

Grading

A (90% - 100%)	Excellent	Exceeds the assignment goals and objectives
B (80% - 89%)	Above Average	Meets all assignment goals and objectives
C (70% - 79%)	Average	Mixed strengths and weaknesses in assignment goals and objectives.
D (60% - 69%)	Below Average	Lacks the initiative to explore assignment goals and objectives. A grade of “D” is considered passing by the university, but does not satisfy CVAD degree requirements.
F (0% - 59%)	Failure	Does not indicate an understanding of materials or techniques. Work lacks initiative or creativity. Handing in a project or design from another class for credit will result in an F. The highest grade possible for unfinished work is 50%.

- Final grades will consider perseverance, improvement, attitude, attendance, and participation in class discussions and critiques.

Late Work

Late assignments will not be accepted unless a student experiences extenuating circumstances covered under UNT Policy 06.039 Student Attendance and Authorized Absences and contacts the Dean of Students to advocate on their behalf. If a late assignment is accepted, a minimum of 2 points may be deducted for each day the project is late, including Saturdays and Sundays.

Grade Disputes

You must wait 24 hours before contacting me to discuss a grade dispute. During this period, please review the assignment details and consider the time you invested in the project and the quality of your submission. If you still wish to meet, send me an email to arrange a meeting. It's important to come prepared with specific examples that support your case for a higher grade. Please note that if you miss the scheduled meeting, you forfeit your right to dispute the grade. Additionally, if you do not contact me to schedule an appointment within ten days of receiving your grade, you will also lose your right to dispute it.

Extra Credit

This course may include extra credit opportunities.

Schedule Changes

The schedule reflects expected class progress in the course subject matter and is tentative. The course schedule is subject to change in content and scope at the Course Instructor's discretion.

Tentative Course Schedule

Week	Day	Date	Topics and Assignments
1	Mon	Aug 18	Introduce Class <ul style="list-style-type: none"> • Create Seating Chart Discussion <ul style="list-style-type: none"> • Review Syllabus • Review Health & Safety • Review Samples & Assignments <ul style="list-style-type: none"> • Coiling • Twining & Waling • Cathead • Plaiting Introduce Coiling <ul style="list-style-type: none"> • Overview • Learning objectives • Grading • Vocabulary • References • Resources - where to find supplies • Instructions • Videos • Student examples Demo <ul style="list-style-type: none"> • Kumihimo
	Wed	Aug 20	Demo: Coiling <ul style="list-style-type: none"> • Starting • Lazy Stitch
	Fri	Aug 22	Due <ul style="list-style-type: none"> • Syllabus Agreement • Permission to use Images of Artwork • Introduce yourself on Canvas
2	Mon	Aug 25	Discussion: Coiling <ul style="list-style-type: none"> • Assignment 1 Proposal • Coiling Research Demo: Coiling <ul style="list-style-type: none"> • Creating a form Figure 8 Stitch • Adding Core • Ending Due during class <ul style="list-style-type: none"> • Brainstorming: Unique Coiling Materials Work on Assignment 1 proposal
	Wed	Aug 27	Due <ul style="list-style-type: none"> • Assignment 1 Proposal Discussion

			<ul style="list-style-type: none"> Assignment 1 Proposals (individually & in small groups) Continue working on samples or begin Assignment 1
	Fri	Aug 29	Due: Coiling Research
3	Mon	Sept 1	No Class – Labor Day
	Wed	Sept 3	Discussion <ul style="list-style-type: none"> Photographing artwork Work on Assignment 1 in class Guest Speaker <ul style="list-style-type: none"> Andy DeCaen – Italy Study Abroad
	Fri	Sept 4	Watch: National Basketry Organization, <u>Pat Hickman: Baskets Holding</u>
4	Mon	Sept 8	Work on Assignment 1 in class
	Wed	Sept 10	Work on assignment 1 in class
	Fri	Sept 12	Due <ul style="list-style-type: none"> Coiling Sample – upload images to Canvas
5	Mon	Sept 15	Discussion <ul style="list-style-type: none"> In-progress Critique Work on Assignment 1 in class
	Wed	Sept 17	Critique <ul style="list-style-type: none"> Assignment 1
	Fri	Sept 19	Due <ul style="list-style-type: none"> Upload images of Assignment 1 to Canvas Assignment 1 - Self Assessment
6	Mon	Sept 22	Discussion: Twining & Waling <ul style="list-style-type: none"> Supplies Sample Research Proposal Demo: Twining and Waling (base) <ul style="list-style-type: none"> How to uncoil round reed One-Strand Slew Japanese Weave
	Wed	Sept 24	Demo: Twining & Waling (wall) <ul style="list-style-type: none"> Twining (2 weavers) 3 Rod Wale (3 weavers)
	Fri	Sept 26	Due <ul style="list-style-type: none"> Twining & Waling Research
7	Mon	Sept 29	Demo: Twining & Waling (wall) <ul style="list-style-type: none"> Arrow 4 Rod Wale 5 Rod Wale Reverse Wale
	Wed	Oct 1	Demo: Twining & Waling Rim <ul style="list-style-type: none"> Rim Work on Assignment 2 Proposal in class

	Fri	Oct 3	
8	Mon	Oct 6	Due: Assignment 2 Proposal Discussion <ul style="list-style-type: none"> Assignment 2 Proposal (individually & in small groups) Work on sample or Assignment 2 in class
	Wed	Oct 8	Work on Assignment 2 in class
	Fri	Oct 10	Due <ul style="list-style-type: none"> Twining and Waling Sample
9	Mon	Oct 13	Work on Assignment 2 in class
	Wed	Oct 15	Work on Assignment 2 in class
	Fri	Oct 17	
10	Mon	Oct 20	Discussion <ul style="list-style-type: none"> In-progress Critique Work on Assignment 2 in class
	Wed	Oct 22	Critique <ul style="list-style-type: none"> Assignment 2 Handout <ul style="list-style-type: none"> 20" x 40" sheet of 140 lb cold-pressed watercolor paper
	Fri	Oct 24	Due Assignment 2 – Upload images to Canvas Assignment 2 – Self Assessment
11	Mon	Oct 27	Due <ul style="list-style-type: none"> Painted watercolor paper (it must be dry before class begins) Upload images of the front and back of the painted paper before class begins. Demo: Cathead with Paper <ul style="list-style-type: none"> Cutting paper with a mat knife Fettucine cut Trenette cut Base
	Wed	Oct 29	Demo: Cathead with Paper <ul style="list-style-type: none"> Feet (cat ears) Building the walls
	Fri	Oct 31	Due <ul style="list-style-type: none"> Cathead Research
12	Mon	Nov 3	Demo: Cathead with Paper <ul style="list-style-type: none"> Shaping the top Rim Insert
	Wed	Nov 5	Demo: Cathead with Paper <ul style="list-style-type: none"> Inside Rim Outside Rim Rim Filler Lashing
	Fri	Nov 7	Due

			<ul style="list-style-type: none"> • Plaiting Research
13	Mon	Nov 10	Demo <ul style="list-style-type: none"> • Plaiting
	Wed	Nov 12	Finish Samples Work on Assignment 3 proposal in class
	Fri	Nov 14	Last day to drop a course with a grade of W Due <ul style="list-style-type: none"> • Cathead Sample – upload image to Canvas • Plaiting Sample – upload image to Canvas
14	Mon	Nov 17	Due <ul style="list-style-type: none"> • Assignment 3 Proposal Discussion <ul style="list-style-type: none"> • Assignment 3 Proposals (individually & in small groups) Work on Assignment 3 in class
	Wed	Nov 18	Work on Assignment 3 in class
	Fri	Nov 21	
15	Mon	Nov 24	Thanksgiving Break
	Wed	Nov 26	Thanksgiving Break
16	Mon	Dec 1	Discussion <ul style="list-style-type: none"> • In-progress Critique Work on Assignment 3 in class
	Wed	Dec 3	Critique <ul style="list-style-type: none"> • Assignment 3
17	Mon	Dec 8	Class meets 1:30-3:30 Due <ul style="list-style-type: none"> • Upload images of Assignment 3 to Canvas

Attendance Policy

[University Policy 06.039 Student Attendance and Authorized Absences](#)

- Attendance is worth 100 points.
- Three absences (excused or unexcused) will be accepted. Keep in mind that absences are for extenuating circumstances.
- After three absences, you may receive an [Early Alert](#).
- An Early Alert is sent to the student and the Dean of Students.
- Following an Early Alert submission, a trained advisor will review the alert and make appropriate referrals, often within 24 hours. The student must follow up with the advisor.
- An excused absence will require documentation.
- More than three absences (excused or unexcused) will lower your final grade by one letter grade (10 points) per additional absence. For example, your overall grade will be reduced by 10 points on the fourth absence, 20 points on the fifth absence, 30 points on the sixth absence, etc.
- The student is responsible for regular and punctual attendance and is expected to participate.
- Regular and punctual attendance during your scheduled lab time is mandatory.

- If you have an ODA accommodation for attendance (missing class, arriving late, leaving early), you must discuss the accommodation with me during my office hours or by appointment at the beginning of the semester.
- Students must inform me that they will be absent due to a religious holy day during the first week of the semester.
- If the absence is due to an extenuating circumstance that exceeds 5 consecutive days, the student must provide documentation through the Dean of Students' office.
- Most critiques, lectures, demonstrations, and assignments will occur at the beginning of the Lab and will not be repeated for those who arrive late or miss class.
- "Roll Call" options on Canvas
 - Present (you must be present for the entire class)
 - Absent
 - Not attending class.
 - Sleeping in class.
 - Working on assignments for other courses.
 - Disrupting the class.
 - Late
 - Being "late" two times equals one absence.
 - Arriving after the class begins.
 - Leaving class early.
 - Using a laptop, tablet, or cell phone for anything unrelated to the course.
 - Using a cell phone to make or receive phone calls.
 - Using a laptop, tablet, or cell phone to watch videos unrelated to the course
 - Not participating in class discussions.
 - Leaving class to move your vehicle, get a cup of coffee, go to Voertman's, see a course counselor, or for any other reason (except using the restroom).
 - You may take a short (5-10 minute) break during the three-hour class.
 - A late or absence will be given for disrupting the class.
 - If you are late to class, you must notify your instructor to replace the "absence" with a "late" at the end of the class period. Failure to do this could result in an absence; this will not be debated at the end of the semester or any other time.
 - Please do not ask me if you can leave class early. If I let one person leave early I have to let the entire class. If you have to leave class early let me know; it will count as a ½ absence.
- Critiques missed may not be made up. Grades will reflect the student's failure to participate in the critique.

Temporary Illness

"It's not unusual for students to encounter temporary illnesses or injuries during their time at UNT. The flu, COVID, broken bones, extended hospitalizations, surgeries, etc., all represent temporary conditions that may result in missed classes and other academic difficulties. Such temporary conditions may not qualify for protection under the Americans with Disabilities Act

(ADA). We encourage you to contact the Office of Disability Access at 940-565-4323 to determine if ODA can assist you.

Since there is no legal requirement for UNT to accommodate temporary illnesses, your professors may or may not allow you to make up missed work due to temporary illnesses or provide other adjustments. Faculty members are encouraged to make adjustments for temporary illnesses when contacted by the Dean of Students Office via email.

Students may request temporary illness/disability assistance by completing the following steps:

1. Provide the Dean of Students Office with a letter from a medical doctor or other qualified professional, which must contain the following:
 1. A diagnosis and how the diagnosis impacts your academic pursuits
 2. Duration of illness, from the time it began to impact you academically until the expected recovery
 3. Documentation may also include recommendations for academic adjustments (e.g., excuse absences, tardiness leniency, extend time for tests)
2. After receiving the medical documentation, the Dean of Students Office will send an email to your professors.
3. It is your responsibility to discuss your absence with your professors and work out the details of the adjustments.

Pregnancy also does not qualify for ADA protection, provided it is of normal duration without severe complications. For more information on pregnancy guidelines, please visit [Supporting the Academic Success of Pregnant and Parenting Students](#).

Class Participation

- Actively engaging in this course is essential for your learning and success. To that end, the following participation expectations are in place:
 1. Attend and Participate:
 - Attend all scheduled class sessions and participate in the online course requirements.
 - Actively participate in online and in-class discussions.
 2. Complete Assignments:
 - Complete all the required assignments by their due dates.
 3. Maintain a Conducive Environment:
 - Contribute to a classroom and online environment that is conducive to learning.
 - Refrain from using cellular phones, checking email, surfing the internet, or updating social networking sites during class time unless otherwise approved by the instructor.
 - Avoid using computers, tablets, phones, or other devices for non-class purposes.
 - Do not work on assignments for other courses during class time.
 - Refrain from making offensive remarks or engaging in any other form of disruptive behavior.
 - Do not read books, articles, newspapers, or magazines unrelated to the class.
 - Avoid sleeping in class or engaging in other activities that can distract your classmates and the instructor.

Required & Optional Course Materials *

General Class Supplies

- 1" Notebook with plastic sleeves
 - A notebook is optional
 - Plastic sleeves (to keep pages from getting wet if you print directions from Canvas)
 - Paper (for sketching and note-taking)
- Toolbox or storage container for holding supplies
- Pen & Pencil
- Colored pencils for sketching (I like Prisma Colors because the colors blend well)
- Found materials
- Small plastic tape measure
- Ultra-Fine Sharpie

Coiling Supplies

- Coiling core
- Yarn
- Size 14 Needle (available at Voertman's for \$1.49)
- Found materials

Twining Supplies

- Spray bottle for water – there are some in the classroom, but you may want to use your own
- 2-gallon bucket or container – there are some available in class, but you may want to use your own
- Large Towel
- Twist Ties or rubber bands (optional)
- Sharpies (3 colors) – available in class
- Angled snips – available in class
- Needle-nose pliers – available in class, but you may want to bring your own if you already own a pair

Cathead Supplies

- 22" x 30" sheet of 140lb watercolor paper (cold-pressed) – 1 sheet is available for each student.
- White Glue (Elmer's, Sobo, PVA glue, etc.) – available for class use
- Acrylic Paint – there is Fluid Acrylic paint in class, but I like to use thicker paint for this project
- Paint Brushes – bring large brushes, including foam brushes or house painting brushes
- Utility Knife – available in class
- Sharp Blades for Utility Knife – available in class
- 36" T-square – available in class
- Cutting Mat – available in class
- Mini Clawless Clamps - there are some in class, but you'll want more

Plaiting Supplies

- Leftover 22" x 30" sheet of 140lb watercolor paper (cold-pressed)
- White Glue (Elmer's, Sobo, PVA glue, etc.) – available for class use

- Acrylic Paint – there is Fluid Acrylic paint in class, but I like to use thicker paint for this project
- Paint Brushes – some foam brushes available in class
- Utility Knife – available in class
- Sharp Blades for Utility Knife – available in class
- 36” T-square – available in class
- Cutting Mat – available in class
- Mini Clawless Clamps – available in class

*Additional supplies will be needed to complete your projects successfully

Voertman’s Bookstore & Art Supply

The Department of Studio Art recommends purchasing your Studio Art supplies from Voertman's Art Department in the Voertman's College Store located across from campus at 1314 West Hickory St., Denton, TX. They have worked with CVAD for many years to provide the materials needed for our students’ success.

Minimum Technology Requirements

- Computer, laptop, or tablet
- Webcam on computer or phone
- Digital camera or smartphone camera
- Reliable internet access
- Speakers
- Microphone
- Computer Skills & Digital Literacy
- Printer

Canvas Technical Requirements

- <https://clear.unt.edu/supported-technologies/canvas/requirements>

Technical Skill Requirement

- Ability to upload JPG, PDF, DOC, and docx to Canvas
- Using Canvas
- Using email with attachments
- Using PowerPoint

Required Readings *

Library and internet research that applies to individual study and personal aesthetics.

Suggested Readings (not required)

Basketry Techniques

- Adovasio, J.M. *Basketry Technology: A Guide to Identification and Analysis*. Aldine Publishing Company, 1977.
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- unt_basketry Instagram page, https://www.instagram.com/unt_basketry/

COLLEGE OF VISUAL ARTS AND DESIGN (CVAD)

CVAD Computer Lab and IT

The College of Visual Arts and Design's computer labs and IT services offer a wealth of resources to CVAD students:

- Computers with Adobe Creative Cloud, Maya, AutoCAD, SketchUp, Rhino, and Blender software
- Printers that can make large-scale color prints with contactless print pickup
- Scanners to document smaller art and design works

After agreeing to the terms every semester, you will be able to check out equipment from the computer lab:

- Laptops
- DSLR Cameras
- Macro camera lenses

- Video equipment
- Tripods
- Drawing tablets
- Headphones
- GoPro cameras
- Audio equipment
- Lighting for photographing work
- 3D scanners
- Sewing machines
- Projectors
- Makey Makey kits

CVAD Fab Lab

The CVAD Fabrication Labs are located on the 3rd floor in the east wing of the Art Building, Room 361.

- After taking the online safety course and making a reservation, students can use the equipment for their projects, such as:
- Large flatbed scanners
- 3D scanners
- Large format printers
- 3D printers
- CNC routers
- Laser cutters/ engravers
- Fabric printer
- Knitting machines
- Hand sewing, crocheting, and knitting tools
- Sewing machines and floor looms

CVAD Health and Safety Program Mission

The CVAD Health and Safety Program aims to protect the health and welfare of all students, faculty, staff, and visitors and to cooperate with the University of North Texas Office of Risk Management.

CVAD Emergency Management

All CVAD classrooms and facility users must follow the health and safety guidelines outlined in this manual, <https://unt.instructure.com/courses/75737/files/17718551?wrap=1>

CVAD Health & Safety Guidelines

The Health & Safety Handbook requires all CVAD classrooms and facilities users to follow the health and safety guidelines and immediately report any safety issues to your instructor, area technician, departmental office, or the Dean's office. Each student and instructor must be familiar with and follow all health & safety procedures when they are in CVAD buildings. Each member of CVAD must follow health & safety practices to keep the working and teaching environment safe for everyone; this includes cleaning the classroom before leaving.

Best Practices for Health & Safety *

- Wash your hands regularly and avoid any skin exposure to potentially harmful substances.
- Try to brush items rather than spraying if possible.
- Never use aerosol media in the classroom.
- Use the spray booths provided.
- Avoid inhaling pigment powder.
- Brush washing primarily occurs at your station with a jar, brush caddy, and paper towel; this ensures as little paint as possible will go down the sink.
- Store all flammables in the flammable cabinet and keep the flammable cabinet closed at all times.

Area Health & Safety Studio Rules

All studio classroom users must follow studio area rules at all times. If you have any questions, ask your instructor.

- In case of emergency, call campus police at (940) 565-3000 or call 911
- File an Incident Report within 48 hours of the emergency event. Forms are located in the CVAD Health & Safety Handbook at https://riskmanagement.unt.edu/sites/default/files/incident_report_form.pdf or in the main office).
- Follow the CVAD Waste Management Chart and other health & safety guidelines posted in the classroom.
- Respect the workspace and your classmates.
- Leave the space cleaner than you found it.
- Clean up and organize your surroundings.
- Throw away any trash (whether it's yours or not).
- Wipe down the table, sewing machine, and floor at the end of class.
- Wipe down sinks at the end of class.
- Respect others' work. Do not use or move other students' work/materials.
- No alcohol is allowed in the studio.
- Practice best practices for material handling. If you have questions, ask your instructor for guidance.
- Do not spray aerosols in any CVAD classroom/studio/doorway or exterior wall/floor. Use the spray booths provided.
- Familiarize yourself with the eyewash station.
- Razor blades, X-Acto blades, and any other small, sharp refuse go in the sharps container.
- Do not remove/borrow furniture from rooms without faculty permission.
- Do not prop classroom doors. Doors must remain closed for the building's HVAC and ventilation to work correctly.
- Do not create "daisy chains" with multiple electric cords.
- No paint, solvents, or hazardous materials are down the sinks.
- Store all flammables in the flammable cabinet. Keep flammable cabinets closed at all times.
- First aid kits are located in each studio. Notify your instructor or area technician if supplies are low.

- Report any safety issues immediately to your instructor or area technician.
- All courses must engage in a clean-up at the end of the semester.
- Theft will not be tolerated.
- Follow the CVAD CONTAINER POLICY (see below). There are three types of labels used in CVAD. All containers must have a tag that identifies the contents at all times.
 - UNIVERSAL LABELS (while the chemical is in use): Mark 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) with content, your name, and the date opened. All unmarked containers will be disposed of with no notice. Find the labels in the studio before mixing any chemicals. All containers must be marked with your name, contents, and date.
 - UNIVERSAL WASTE LABELS (designates the material as waste): All containers solely containing a universal waste must have a universal waste label identifying the contents as “Universal Waste - (a 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 identify the contents as hazardous. Labels should include all constituents in the waste mixture and the approximate percentage of the total for that item. All components should equal 100%.

Art Building Hours

CVAD building hours are subject to change. Be prepared to work from home when necessary. Check the CVAD website for the most up-to-date building hours.

UNT Safety Patrol will be on duty in the building from:

- Monday–Thursday: Midnight – 7:00 a.m. and 4:30 p.m. – 11:59 p.m.
- Friday: Midnight – 7:00 a.m.
- Saturday: 8 a.m.– 11:59 p.m.
- Sunday: Midnight – 11:59 p.m.

No one is present from Friday, 5 p.m. to Saturday, 8 a.m.

Regular Art Building Hours (before the 12th class day):

- Monday–Thursday: 6:30 a.m.–10:00 p.m.
- Friday: 6:30 a.m.–5:00 p.m.
- Saturday: closed
- Sunday: Noon–10:00 p.m.

Regular Art Building hours (after the 12th class day):

- Monday–Thursday: 6:30 a.m.–10:00 p.m.
- Friday: 6:30 a.m.–5:00 p.m.
- Saturday: 9 a.m.–5:00 p.m.
- Sunday: Noon–10:00 p.m.

Art Building, Room 361, Digital Fabrication Lab

- Monday–Friday, 8:00 a.m. to 5:00 p.m.

- Saturday & Sunday: closed

Hours may change. Check the Fab Lab web page for updates

Student Computer Lab — Art Building, Room 375

- Monday–Thursday: 7:30 a.m.–10 p.m.
- Friday: 7:30 a.m.–5 p.m.
- Saturday: Closed
- Sunday: Noon – 10:00 p.m.

More information can be found on the IT Services website.

Art Building Access for Undergraduates Granted After-Hours Access

- Monday–Thursday: Midnight–11:59 p.m.
- Friday: Midnight–5 p.m.
- Saturday: 9 a.m.-11:59 p.m.
- Sunday: Midnight–11:59 p.m.

Link for Undergraduate After-Hours Access: <https://news.cvad.unt.edu/studentaccess>

You are encouraged to share this link with your students.

Art Building Access for Graduate Students

Access to the Art Building is 24/7 during the long semester.

Access to specific areas is to be determined by programs in consultation with their department chairs.

UNT Buildings

Visit the UNT Facilities Services website for the regular operating hours of all UNT buildings.

Holiday Schedule

For official university holidays, refer to the official UNT System Holiday Schedule.

UNIVERSITY OF NORTH TEXAS POLICIES

Online Course Technology Requirements & Skills

Technology Requirements

Please familiarize yourself with the technical requirements to complete this course:

Hardware and Software Requirements for Canvas (links to external site).

- Computer, laptop, or tablet
- Webcam on computer or phone
- Digital camera or smartphone camera
- Reliable internet access
- Speakers
- Microphone
- Computer Skills & Digital Literacy
- Canvas Technical Requirements

<https://clear.unt.edu/supportedtechnologies/canvas/requirements>

Technology Skill Requirements

Minimum technology skills for successful completion of this course include:

- Sending and receiving emails with attachments
- Creating, sending, and receiving Microsoft Word, PDF, and JPEG documents
- Posting to discussion boards
- Printing Word documents and opening and printing PDF files
- Navigating Canvas
- Preparing and presenting PowerPoint presentations

Online Rules of Engagement

Online Rules of Engagement refer to how students are expected to interact with each other and their instructors online. For more information, visit <https://clear.unt.edu/online-communication-tips>.

Emergency Notification & Procedures *

UNT Emergency Guide: <https://emergency.unt.edu/about-us>

“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.”

Student Evaluation Administration Dates

Student feedback is an essential part of participation in this course. The student evaluation of instruction is required for all organized classes at UNT. The survey will be made available during weeks 13, 14, and 15 of the long semesters to provide students with an opportunity to evaluate the course's teaching. Students will receive an email from “UNT SPOT Course Evaluations via IASystem Notification” (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email confirming that their submission has been received. For additional information, email spot@unt.edu.

Academic Integrity *

The University of North Texas promotes learning integrity and embraces the core values of trust and honesty. Academic integrity is based on educational principles and procedures that protect the rights of all participants in the educational process and validate the legitimacy of degrees awarded by the University. In investigating and resolving allegations of student academic dishonesty, the University's actions are intended to be corrective, educationally sound, fundamentally fair, and based on reliable evidence, UNT Policy 06.003.

Acceptable Student Behavior

“Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in inappropriate behavior will be directed to leave the classroom,

and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classrooms, labs, discussion groups, field trips, and other academic activities.

The Dean of Students Office enforces the Code of Student Conduct. The Code explains what conduct is prohibited, the process the DOS uses to review reports of alleged misconduct by students, and the sanctions that can be assigned. When students may have violated the Code, they meet with a Dean of Students Office representative to discuss the alleged misconduct in an educational process.”

Code of Student Conduct

The University of North Texas is deeply committed to advancing educational excellence and preparing students to become thoughtful, engaged citizens of a diverse, global community. The University has established the Code of Student Conduct to promote the well-being, honor, and dignity of all who live, learn, and work in our educational community. The Code of Student Conduct is intended to foster a safe environment conducive to learning and development and hold students accountable through an educational process that balances the interests of individual students with the interests of the University. Students and student groups are expected to conduct themselves in a manner that demonstrates respect for the rights and property of others and upholds the integrity and values of the University community. UNT Policy 07.012

Office of Disability Access (ODA) *

The University of North Texas makes reasonable academic accommodations 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 confirmed, the ODA will provide you with a reasonable accommodation letter to be delivered to the 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. Students must obtain a new letter of reasonable accommodation for every semester and meet with each faculty member before 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 student's privacy. For additional information, refer to the Office of Disability Access website at <https://studentaffairs.unt.edu/office-disability-access>. You may also contact ODA at (940) 565-4323.

CARE Assessment Team and Involuntary Student Medical Withdrawal

The University of North Texas is committed to providing a learning environment conducive to students developing to their fullest potential. On rare occasions, the University may be required to activate a systematic response to students who may be in crisis or whose mental, emotional, or psychological health conditions may directly threaten the safety of the learning environment. By creating a collaborative interdisciplinary team, the University will provide a caring, confidential program of identification, intervention, and response to provide students with the greatest chance for success and the University community with the greatest level of protection. UNT Policy 07.014 (opens as PDF)

Prohibition of Discrimination, Harassment, and Retaliation

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes appropriate remedial action. UNT Policy 16.004 (Links to an external site.)

Retention of Student Records

Student records for this course are maintained securely by the instructor of record. All records, such as exams, answer sheets (with keys), and written papers submitted during the course duration, are kept for at least one calendar year after course completion. Coursework completed via the Canvas online system, including grading information and comments, is stored in a safe electronic environment for one year. Students have the right to view their records; however, information about students' records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy, Family Educational Rights and Privacy Act (FERPA) laws, and the University's policy. See UNT Policy 04.008 (Links to an external site.), Records Management and Retention for additional information.

Sexual Assault Prevention

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 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_0. UNT's Student Advocate can be reached through email at SurvivorAdvocate@unt.edu or by calling the Dean of Students' office at 940-565-2648.

Survivor Advocacy

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination based on sex and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, campus resources are available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related

to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off-campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or (940) 565-2759.

Emergency Notification & Procedures

UNT uses Eagle Alert to quickly notify students with critical information during an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). Please refer to Canvas for contingency plans for covering course materials during a university closure.

UNT Risk Management Program

Students enrolled in studio courses must follow the safety procedures and guidelines outlined in UNT Policy 15.012, UNT Risk Management Program. While working in laboratory sessions, students must identify and utilize appropriate safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, and handling chemical solutions and hot and cold products. Students should know that UNT is not liable for injuries incurred during in-class activities.

Academic Support Services

Academic Resource Center, <https://clear.unt.edu/canvas/student-resources>

Academic Success Center, <https://success.unt.edu/asc>

Writing Lab, <http://writingcenter.unt.edu/>

[Math Lab](https://math.unt.edu/mathlab), <https://math.unt.edu/mathlab>

Student Support Services

Registrar, <https://registrar.unt.edu/registration>

Financial Aid, <https://financialaid.unt.edu/>

Student Legal Services, <https://studentaffairs.unt.edu/student-legal-services>

Career Center, <https://studentaffairs.unt.edu/career-center>

Multicultural Center, <https://edo.unt.edu/multicultural-center>

Counseling and Testing Services, <https://studentaffairs.unt.edu/counseling-and-testing-services>

Pride Alliance, <https://edo.unt.edu/pridealliance>

UNT Food Pantry, <https://deanofstudents.unt.edu/resources/food-pantry>

Mental Health Services

UNT provides mental health resources for students. The various outlets are there for students in need, regardless of the nature of the issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

Student Health and Wellness Center, <https://studentaffairs.unt.edu/student-health-and-wellness-center>

Counseling and Testing Services, <https://studentaffairs.unt.edu/counseling-and-testing-services>

UNT Care Team, <https://studentaffairs.unt.edu/care>

UNT Psychiatric Services, <https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry>
Individual Counseling, <https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling>

Technology Support

“How to Succeed as an Online Student” (<https://clear.unt.edu/teaching-resources/online-teaching/succeed-online>).

Part of working in the online environment involves dealing with the inconveniences and frustrations that can arise when technology breaks down or does not perform as expected. The Student Help Desk can help with Canvas or other technical issues at UNT.

UIT Help Desk: UIT Student Help Desk site (<http://www.unt.edu/helpdesk/index.htm>)

Email: helpdesk@unt.edu

Phone: 940-565-2324

In-Person: Sage Hall, Room 130

Walk-In Availability: 8 a.m.-9 p.m.

Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8:00 a.m. – 12:00 p.m.
- Friday: 8:00 a.m. - 8:00 p.m.
- Saturday: 9:00 a.m. - 5:00 p.m.

Laptop Checkout: 8:00 a.m. – 7:00 p.m.

Copyright Policy

“Materials used in this course may be subject to copyright protection. Materials may include, but are not limited to documents, slides, images, audio, and video. Materials on this course website are only for the use of students enrolled in this course, for purposes associated with this course, and may not be retained for longer than the class term. The law prohibits unauthorized retention, duplication, distribution, or modification of copyrighted materials. For more information, see UNT Policy 08.001 or Copyright.gov.