TOPICS IN STUDIO ARTS: BASKETRY

Course Number & Section: ASTU 5000-508
Instructor Name: Amie Adelman
Course Meeting Location: ART 468 & Zoom
Email: Amie.Adelman@unt.edu
Course Meeting Days: Tuesday & Thursday
Department of Studio Art: 940-369-7671
Course Meeting Times: 2:00-4:50
Office Location: Art 210
Term & Year: Spring 2021
Office Hours: Wednesdays 9:00-12:00

Canvas
This course will be available on the UNT Instructure portal. You will be able to print reference material, handouts, assignments, and syllabus. Access login page at https://unt.instructure.com

Communication Expectations
While I want to make myself available as much as possible to each of you, I have to place some limitations on contacting me. General questions should go through the Q & A forum in the Discussion Board area on Canvas. Either I will answer it, or one of your classmates will. This way, we can all benefit from the questions asked. You may also want to find someone you can regularly communicate with in the course.

If you have a private question, please contact me via email, and I will respond within 24 hours Monday through Friday. Please do not expect a response over the weekend.

Course Description *
Topics vary each semester—interdisciplinary and inter-media approaches to art-making. Courses offer an integrated, multidimensional approach to art-making by introducing historical and contemporary references in arts, criticism, and curation.

Bend, stretch, and contort found, human-made and natural materials by using hand-manipulated processes to create three-dimensional forms. Learn cathead, coiling, twining, and waling basket weaving techniques through challenging yet rewarding samples and assignments that encourage individuality, artistic growth, and risk-taking in a supportive class environment. See unt_basketry to see traditional and contemporary basket makers and students.

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

• Recall critical aspects of basketry traditions and techniques in contemporary art.
• Identify basketry tools and techniques.
• Explore the expressive possibilities of various techniques available to contemporary makers.
• Create artworks demonstrating technical skill and disciplinary knowledge.
• Apply the vocabulary of art, design, and basketry to critique and analyze one’s work and others’ artworks.

Develop the ability to evaluate concepts, formal aspects (elements and principles), and craftsmanship of one’s work and others’ artworks.
Course Structure
Due to the class size and social distancing needs within the classrooms, remote and on-site instruction is imperative. Teaching some course objectives synchronously using Canvas and dividing the class into two groups, if needed, will help with social distancing.

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Prerequisites
ART 1600, ART 1700, ART 1800, ART 1900, and five (5) of the following courses: ASTU 2101, ASTU 2102, ASTU 2201, ASTU 2202, ASTU 2401, ASTU 2402, ASTU 2701, ASTU 2601, ASTU, 2602; ASTU, 2501; ASTU, 2502, ASTU, 2801, ASTU 2802.

Course Content & Schedule Changes
The course schedule reflects expected class progress in course subject matter and is considered tentative. The course schedule is subject to change in content and scope at the Course Instructor’s discretion.

Course Requirements *
Stay organized by maintaining a separate notebook for each studio class, including samples, sketches, research, and notes.

Sample 1 – Coiling
- Correctly use tools and materials while learning coiling techniques.
- Complete a coiling sample.
- Upload two images of the sample to Canvas.

Sample 2 – Cathead
- Correctly use tools and materials while learning cathead techniques.
- Complete a coiling sample.
- Upload two images of the sample to Canvas.

Sample 3 – Twining & Waling
- Correctly use tools and materials while learning twining and waling techniques.
- Complete a twining and waling sample.
- Upload two images of the sample to Canvas.
Assignment 1 – Self Portrait

- Familiarize yourself with contemporary artists who use basketry techniques in their artwork.
- Present your research to the class through a PowerPoint presentation.
- Present an assignment proposal.
- Develop ideas for a finished project through samples and sketches.
- Complete a finished piece of artwork based on techniques learned in the samples.
- Participate in critiquing your work and the work of others.
- Upload two images of the final piece to Canvas.

Assignment 2 - Barriers

- Familiarize yourself with contemporary artists who use basketry techniques in their artwork.
- Present your research to the class through a PowerPoint presentation.
- Present an assignment proposal.
- Develop ideas for a finished project through samples and sketches.
- Complete a finished piece of artwork based on techniques learned in the samples.
- Participate in critiquing your work and the work of others.
- Upload two images of the final piece to Canvas.

Assignment 3 – Self Proposed (you may expand on the Self-Portrait or Barriers assignment)

- Familiarize yourself with contemporary artists who use basketry techniques in their artwork.
- Present your research to the class through a PowerPoint presentation.
- Present an assignment proposal.
- Develop ideas for a finished project through samples and sketches.
- Complete a finished piece of artwork based on techniques learned in the samples.
- Participate in critiquing your work and the work of others.
- Upload two images of the final piece to Canvas.

Image List

- Create an image list containing your contact information and information about the samples and artwork completed in this course.
- Upload the image list to Canvas.

Professional Images of Student Artwork

Documenting artwork is an integral part of a successful studio practice. Therefore, each student will be required to submit images of samples and assignments. Although professional images are preferred, I will accept photos taken with your digital camera or phone.

- Due to social distancing requirements, the Photo Documentation Room will not be available.
### Assignment & Assessments *

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Syllabus Agreement Form</td>
<td>10</td>
</tr>
<tr>
<td>Health &amp; Safety Form</td>
<td>10</td>
</tr>
<tr>
<td>Permission to Use Artwork Form</td>
<td>Extra Credit</td>
</tr>
<tr>
<td>Discussion: Introduce Yourself to the Class</td>
<td>10</td>
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<tr>
<td>Discussion: Coiling Materials – Think Outside of the Box</td>
<td>10</td>
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<tr>
<td>Sample 1 – Coiling</td>
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<tr>
<td>Sample 2 – Cathead</td>
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<tr>
<td>Sample 3 – Twining/Waling</td>
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<tr>
<td>Assignment 1 - Proposal</td>
<td>100</td>
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<tr>
<td>Assignment 1 - Artist Research</td>
<td>25</td>
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<td>Assignment 1 - PowerPoint Presentation</td>
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<td>Assignment 1 - Artwork</td>
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<td>Assignment 2 - Proposal</td>
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<td>Assignment 2 - Artist Research</td>
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<td>Assignment 2 - PowerPoint Presentation</td>
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<td>Assignment 2 - Completed Artwork</td>
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<td>Assignment 3 - Proposal</td>
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<td>Assignment 3 - Completed Artwork</td>
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<td>Image List</td>
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<td>SPOT Evaluations</td>
<td>Extra Credit</td>
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<td><strong>Total</strong></td>
<td><strong>1040</strong></td>
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### Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Day</th>
<th>Date</th>
<th>Topics and Assignments</th>
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<tbody>
<tr>
<td>1</td>
<td>Tues</td>
<td>Jan 12</td>
<td><strong>Zoom Meeting</strong>&lt;br&gt;Introduce Class&lt;br&gt;Read Syllabus&lt;br&gt;Read Health &amp; Safety Guidelines&lt;br&gt;Assign: Syllabus Agreement Form-Sign &amp; Upload to Canvas&lt;br&gt;Health &amp; Safety Form – Sign &amp; Upload to Canvas&lt;br&gt;Permission to use Artwork Form – Sign &amp; Upload to Canvas</td>
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<td></td>
<td>Thurs</td>
<td>Jan 14</td>
<td>Create Seating Chart&lt;br&gt;Due: Sign and upload the Syllabus Agreement Form to Canvas&lt;br&gt;Sign and upload the Health &amp; Safety Form to Canvas&lt;br&gt;Sign and upload Permission to Use Artwork Form to Canvas&lt;br&gt;Introduce Yourself on Canvas&lt;br&gt;Demo: Coiling (Sample 1)&lt;br&gt;• Base&lt;br&gt;• Lazy Stitch&lt;br&gt;• Figure 8 Stitch&lt;br&gt;• Adding Core</td>
</tr>
<tr>
<td>Date</td>
<td>Activity</td>
<td>Description</td>
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<tr>
<td>Fri</td>
<td>Jan 15</td>
<td>Last day for change of schedule other than a drop. (Last day to add a class.)</td>
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</table>
| 2      | Tues Jan 19 | Demo: Coiling  
  - Ending core  
  Cat Head (Sample 2)  
  - Fettucine cut  
  - Trenette cut  
  - Base and feet (cat ears)  
 Bring: 22” x 30” sheet of 140 lb. cold-pressed watercolor paper  
  o Painted on both sides with acrylic paint.  
  o You can upcycle an old painting if you have one! |
| Thurs  | Jan 21    | Due: Coiling Sample – Upload 2 images to Canvas  
 Demo: Cat Head  
  - Walls  
  - Shaping the top |
| 3      | Tues Jan 26 | Demo: Cat Head  
  - Rim (rim insert, start-stop weave, lashing) |
| Thurs  | Jan 28    | Due: Cathead Sample – Upload 2 images to Canvas  
 Demo: Twining and Waling (Sample 3)  
  - Base  
  - Walls |
| 4      | Tues Feb 2 | Due: Assignment 1 - Artist Research  
 Demo: Twining and Waling  
  - Gretchen Rim |
| Thurs  | Feb 4     | Due: Assignment 1 - Proposal  
 Twining Sample – Upload 2 images to Canvas  
 Zoom – Individual Meeting – Proposal Discussion |
| 5      | Tues Feb 9 | Due: Assignment 1 - PowerPoint Presentation  
 Zoom – PowerPoint Presentations |
| Thurs  | Feb 11    | Work at home or in the classroom |
| 6      | Tues Feb 16 | Work at home or in the classroom |
| Thurs  | Feb 18    | Work at home or in the classroom |
| 7      | Tues Feb 23 | Zoom – Individual Meetings – In-progress Critique – Work must be 50% complete |
| Thurs  | Feb 25    | Due: Assignment 2 - Artist Research  
 Work at home or in the classroom |
| 8      | Tues Mar 2 | Zoom – Assignment 1 Critique |
| Thurs  | Mar 4     | MID-TERM GRADES PROVIDED - See Canvas  
 Due: Assignment 2 - Proposal  
 Zoom – Individual Meeting – Proposal Discussion |
| 9      | Tues Mar 9 | Due: Assignment 2 - PowerPoint Presentation  
 Zoom – PowerPoint Presentations |
| Thurs  | Mar 11    | Work at home or in the classroom |
Required & Optional Course Materials *

General Class Supplies

1” Notebook with plastic sleeves (to keep handouts from getting wet) and paper (for sketches and taking notes)
- Toolbox or storage container to hold 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
- Face Mask

Coiling Supplies

- Tapestry Needle
- Small scissors (Fiskers)
- Large scissors (Fiskers)
- Core
- Yarn

Cathead Supplies

- 22” x 30” sheet of 140lb watercolor paper (cold-pressed)
- White Glue (Elmer’s, Sobo, PVA glue, etc.)
• Acrylic Paint
• Paint Brushes
• Utility Knife
• Sharp Blades for Utility Knife
• 36” Metal Ruler with a non-slip backing
• Cutting Mat
• Mini Clawless Clamps

**Twining Supplies**
• Spray bottle for water
• 2-gallon bucket or container
• Towel
• Twist Ties (optional)
• Sharpies (bring 3 colors)
• Angled snips
• Needle nose pliers

*Additional supplies will be needed to complete your projects successfully*  
*Additional supplies may be necessary to complete the assignment successfully.*

**Minimum Technology Requirements**

<table>
<thead>
<tr>
<th>Computer, laptop, or tablet</th>
<th>Speakers</th>
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<tbody>
<tr>
<td>Webcam on computer or phone</td>
<td>Microphone</td>
</tr>
<tr>
<td>Digital camera or smartphone camera</td>
<td>Computer Skills &amp; Digital Literacy</td>
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</tbody>
</table>

Reliable internet access

[Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements)

**Technical Skill Requirement**

• Sending and receiving emails with attachments
• Creating, sending, and receiving Microsoft Word, PDF, and Jpeg documents
• Posting to discussion boards
• Printing Word documents OR opening and printing pdf files (using free Adobe Acrobat Reader)
• Navigating Canvas
• Preparing and presenting PowerPoint presentations

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

**Suggested Readings (not required)**


• Rossbach, Ed. *Baskets as Textile Art.* Van Nostrand Reinhold, 1973


• Shales, Ezra. *Influence and Evolution: Fiber Sculpture...then and now.* Brown Grotta Arts, 2015.


Websites
• Blue Spiral 1: http://www.bluespiral1.com

• Brown Grotta Arts: http://www.browngrotta.com

• Mobilia Gallery: https://www.mobilia-gallery.com

• National Basketry Organization: https://nationalbasketry.org

• Snyderman-Works Galleries: http://www.snyderman-works.com

Attendance Policy *
• Regular and punctual attendance is mandatory.

• Three absences (excused or unexcused) will be accepted. After three absences, your final grade will be lowered for each class day missed.

• More than three absences will require a note from a doctor or the art office excusing the absence for a reason covered under UNT policy 06.039 (Student Attendance and Authorized Absences)

• More than three absences will lower your final grade by one letter grade per additional absence (4 or more)
• Most lectures, demonstrations, and assignments will occur at the beginning of class periods and will not be repeated for those who come in late. If you are late to class, you will need to notify me to replace an absence with a tardy at the end of the class period. Two tardies will constitute an absence.

• A tardy is arriving after the class begins.

• Examinations, quizzes, and in-class assignments missed may only be made up with an official doctor’s excuse or note from the art office excusing the absence for a reason covered under UNT policy 06.039 (Student Attendance and Authorized Absences).

• Critiques missed may not be made up, and grades will reflect the student’s failure to participate in the critique.

• COVID-19 impact on attendance:
  o While attendance is expected as outlined above, all of us need to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you cannot attend class because you are ill or unable to attend class due to a related issue regarding COVID-19. It would help if you communicated with me before being absent as to what may be preventing you from coming to class, so I may be able to accommodate your request to be excused from class.
  o If you are experiencing cough, shortness of breath or difficulty breathing, fever, or any of the other possible symptoms of COVID-19 (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html), please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider. While attendance is an integral part of succeeding in this class, your health and others’ health in the community is more important.

Class Participation Expectations
• Attend class.
• Complete all the required assignments.
• Participate in class discussions.
• Maintain a classroom environment that is conducive to learning.
• To ensure that everyone has an opportunity to gain from time spent in class unless otherwise approved by the instructor, you are prohibited from:
  o You are using cellular phones, checking email, surfing the internet, updating your social networking sites.
  o Eating or in class
  o Making offensive remarks.
  o Reading books, articles, newspapers, or magazines that do not pertain to this class.
  o Sleeping in class.
  o Engaging in any other form of distraction. Inappropriate behavior in the classroom shall minimally result in a request to leave class, which will count as an unexcused absence.

Rules of Engagement
Here are some general guidelines on interacting with your professor and with each other:
• You may call me by my first name.
• Treat your instructor and classmates with respect in email or any other communication.
• Use clear and concise language, no vulgar language.
• Remember that all college-level communication should have correct spelling and grammar (including discussion boards).
• Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you.”
• Use standard fonts such as Arial, Calibri, or Times New Roman and use a size 10 or 12 point font.
• Avoid using the caps lock feature; IT CAN BE INTERPRETED AS YELLING.
• Limit and possibly avoid the use of emoticons like :) or 😊.
• Be cautious when using humor or sarcasm, as the tone is sometimes lost in an email or discussion post, and your message might be taken seriously or sound offensive.
• Be careful with personal information (both yours and others).
• Do not send confidential information via email.
• See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.

Late Work / Make-Up Policy
Late assignments will not be accepted unless the student provides proof of an acceptable mitigating circumstance: serious illness, death of a family member, or another event if approved by the instructor or for a reason covered under UNT policy 06.039 (Student Attendance and Authorized Absences). If a late assignment is accepted, a minimum of 10 points will be deducted.

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 to assignment goals and objectives.
D (60 – 69%) = Below Average – lacking in an initiative to explore assignment goals and objectives. Also, the highest grade possible for unfinished work. A grade of “D” is considered passing but does not satisfy 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 automatically receive an F.
* Final grades will take into consideration, perseverance, improvement, attitude, attendance, and participation in class discussions and critiques.

Grade Disputes
You are required to wait 24 hours before contacting me to dispute a grade. Within that time, I expect that you will review the assignment details and reflect on the quality of the work you turned in. If you would still like to meet, email me to set up a meeting. It would help if you came to a scheduled appointment with specific examples demonstrating that you earned a higher grade than you received. If you miss the scheduled meeting, you forfeit your right to a grade dispute. If you do not contact me to schedule an appointment within seven days of receiving your grade, you also forfeit your right to a grade dispute.

Incomplete Grades
An Incomplete Grade ("I") is a non-punitive grade given during the last one-fourth of a semester. An incomplete may be assigned if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as severe 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 turned into the department chair before the last day of classes (not the exam date). Note: A grade of Incomplete is not automatically assigned to students.

**Final Exams**
According to the published schedule, final exams must be administered at the designated times. Suppose a student has three final exams scheduled on one day. In that case, they may appeal to their respective faculty member to reschedule one of those examinations for another day during the final examination period. Should none of the faculty members agree to reschedule an examination, the student may appeal to the Dean of their respective major. The decision of the Dean is final. Please consult [UNT Policy 06.031](#) for information on the procedures for requesting rescheduling of final examinations.

**Student Evaluation Administration Dates**
Student feedback is an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized UNT classes. The survey will be made available during weeks 13 and 14 of the long semesters to provide students with an opportunity to evaluate how the course is taught. 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. Simply click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at [www.spot.unt.edu](http://www.spot.unt.edu) or email [spot@unt.edu](mailto:spot@unt.edu).

**Health & Safety Program** *
Students must follow the Department of Studio Art Health and Safety guidelines and are required to complete training for each studio course. The Studio Art Health and Safety Program’s goal is to protect all faculty, staff, and students’ health and welfare and 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](https://art.unt.edu/healthandsafety).

**Best Practices for Health & Safety** *
- Wash hands regularly and avoid any skin exposure to materials.
- 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 assures as little paint as possible will go down the sink.
• Store all flammables in the flammable cabinet. Keep 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](https://riskmanagement.unt.edu/sites/default/files/incident_report_form.pdf) or in the main office).
• Follow all CVAD Health and Safety handbook guidelines (the handbook will be reviewed by your instructor on the first day of class 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.
• 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 other’s work. Do not use or move other students’ work/materials.
• No food or alcohol allowed in the studio
• Practice best practices for material handling. If you have questions, ask your instructor for guidance.
• Do not spray any 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 at the SAA station. Do not remove/borrow furniture from rooms without faculty or D&P coordinator 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 down sinks.
• Store all flammables in the flammable cabinet. Keep flammable cabinet 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 at the end of the semester clean up.
• 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 opened.

- 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 label identifying 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%.

**Statement on Face Covering**
Students are required to wear face-coverings during this class. If you cannot wear a face-covering due to a disability, please contact the Office of Disability Access to request an accommodation. UNT face-covering requirements are subject to change due to community health guidelines. Any changes will be communicated via the instructor.

UNT requires the use of face coverings by all community members inside the building and in public settings outside, especially where other social distancing measures are difficult to maintain (e.g., common workspaces, meeting rooms, laboratories, classrooms, etc.). Appropriate use of face coverings is critical in minimizing risks to others near you. The CDC recommends wearing face coverings to prevent the spread of COVID-19. Learn more about the CDC recommendations for what to consider when wearing masks, including not wearing masks with exhalation valves or vents. While face coverings do help prevent the spread of COVID-19, they are not a substitute for social distancing. Everyone is strongly encouraged to maintain social distancing AND wear face coverings while transitioning in hallways, doorways, elevators, etc. Learn more about UNT’s guidelines and resources for face coverings at [https://healthalerts.unt.edu/return/mask-faqs](https://healthalerts.unt.edu/return/mask-faqs)

**Cleaning and Disinfecting**
Each classroom will be thoroughly cleaned by custodial staff each night. Each classroom will be equipped with sanitizing spray and other cleaning supplies - look for the green camo bucket! Students may use these cleaning supplies to sanitize their classroom space when they arrive and leave. Supplies will be replenished nightly by custodial staff, but if you find that the supply has been exhausted, Please let me know.

**Emergency Notification & Procedures** *
UNT Emergency Guide: [https://emergency.unt.edu/about-us](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.”

**Technology Support**

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

Working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. At UNT, the Student Help Desk can help with Canvas or other technical issues.

- **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 am-midnight
  - Friday: 8am-8pm
  - Saturday: 9am-5pm
- **Laptop Checkout**: 8am-7pm

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328)

**Mental Health Services**
UNT provides mental health resources to students to help ensure numerous outlets can turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an 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](https://studentaffairs.unt.edu/student-health-and-wellness-center))
- **Counseling and Testing Services** ([https://studentaffairs.unt.edu/counseling-and-testing-services](https://studentaffairs.unt.edu/counseling-and-testing-services))
- **UNT Care Team** ([https://studentaffairs.unt.edu/care](https://studentaffairs.unt.edu/care))
- **UNT Psychiatric Services** ([https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry))
- **Individual Counseling** ([https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling))

**Academic Support Services**
- **Academic Resource Center** ([https://clear.unt.edu/canvas/student-resources](https://clear.unt.edu/canvas/student-resources))
- **Academic Success Center** ([https://success.unt.edu/asc](https://success.unt.edu/asc))
Confidentiality in the Classroom

“Except when disclosure may be required by state or federal law, students have the right to the confidentiality of information about views, beliefs and political associations which they may share privately with instructors, advisors, or academic counselors. Judgment of ability and character may be provided under appropriate circumstances, normally with the knowledge and consent of the student. Students have the responsibility to state clearly what is and what is not confidential disclosure.”

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 a warning to expulsion from the university.”

Netiquette Guidelines

“Netiquette, or online etiquette, helps guide us in outlining expected classroom behaviors online. Please remember to remain respectful of your instructor and classmates. Visit The Core Rules of Netiquette web page for more detailed guidelines for online etiquette.”

ADAAccommodation *

“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 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 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 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."

**Important Notice for F-1 Students Taking Distance Education Courses**

**FEDERAL REGULATION**

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please visit the Electronic Code of Federal Regulations (Links to an external site.)website. The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student’s physical attendance for classes, examination or other purposes integral to the completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission, including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student’s course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student’s full course of study requirement.

**University of North Texas Compliance**

“To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

- (1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
- (2) Ensure that the campus activity takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (Links to an external site.) by telephone 940-565-2195 or email internationaladvising@unt.edu to get clarification before the one-week deadline.”
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 unacceptable 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, etc. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.”

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) have 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. 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. You are not alone. We are here to help.”

Undocumented Students
Please see UNT’S Resources for DACA Students (Links to an external site.) web page for more information.

Emergency Notification & Procedures
UNT uses a system called Eagle Alert (Links to an external site.) 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). Please refer to Canvas for contingency plans for covering course materials in the event of university closure.

Art Building Hours
Sunday: Closed
Monday: 8:00 am – 9:00 p.m.
Tuesday: 8:00 a.m. – 9:00 p.m.
Wednesday: 8:00 a.m. – 9:00 p.m.
Thursday: 8:00 a.m. – 9:00 p.m.
Friday: 8:00 am – 5:00 p.m.
Saturday: Closed