Course Description: MFA Exhibition

Prerequisites: Passing the MFA Semester Review, Forming the MFA Committee.

Course Content and Objectives: The MFA Exhibition course is the successful completion of this exhibition including all that goes into preparing press releases, advertising, installing, hosting a reception, and striking the exhibition.

Course Structure:
The MFA Candidate will procure a solo exhibition venue in the region. This process will usually begin in prior semesters if the student wishes to show away from UNT’s campus, which is preferable. This will involve applying to exhibitions using material formed in the Print Studio Application Pack Assignment.

The Major Professor and Graduate Committee will advise and approve of the specific details of the MFA Exhibition. The student should schedule at least one meeting with each committee member at the start of the semester so that the committee is aware of all new works, plans for new works, and a schedule for the exhibition and MFA Review.

The MFA Candidate will provide examples of the framing or other means of presentation for the works in the exhibition for early feedback from the committee. Keep in mind that if you are going to exploit installation it is important to mock-install the work in a similar space prior to the exhibition to work out the kinks. This is at least as important as choosing an appropriate frame.

As you prepare your Exhibition Cards, Press Release, Exhibition Layout, and any posted Artist’s Statement bring them to your major professor and another person with a good sense for detail to proof and get feedback before having them printed.

COURSE REQUIREMENTS AND GRADING:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Securing an appropriate Exhibition Space</td>
<td>1</td>
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<tr>
<td>Press Release and Exhibition Card</td>
<td>1</td>
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<tr>
<td>Exhibition Scale Floor Plan with Scale artwork models</td>
<td>1</td>
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<tr>
<td>Hosting a public reception</td>
<td>1</td>
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<td>Meeting all deadlines for the prior items progress</td>
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<tr>
<td>Presentation of the Exhibition (framing, pedestals, shelves, lighting, etc)</td>
<td>5</td>
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** NOTE: All of the prior requirements must be completed to pass this course and complete the MFA degree.

CALENDAR: created for Chris Wallace November 2012

Fri Nov 2  
Review 1st draft of (Brief Artist’s Statement and Bio) Press Release for Review.

Fri Nov 30  
Review 2nd draft of (Brief Artist’s Statement and Bio) Press Release for Review.  
Review 3 print quality images to attach to press release.  
Review and scale gallery floor plan or model.

Fri Dec 14  
After Review, send out Press Release and have cards printed.  
Review framing (or mode of presentation) examples  
Review and scale gallery floor plan or model with scale images planned in arrangement

Fri Dec 28  
Show any updates to presentation of the works and floorplan/layout adjustments.

Jan ??  
Install Exhibition

Jan ??  
Host Exhibition Reception

Jan ??  
MFA Defense and Exit Review in the exhibition space.

*Do not forget to apply for MFA graduation!!! The deadline is Mid Feb*
Academic Honesty
Standards of academic honesty will be upheld. All work must be the product of the student’s own ideas and efforts.
Details: www.unt.edu/csrr/student_conduct.
No Double Dipping: Students may NOT turn in the same artwork for two courses.

Safety & Course Risk Factors
According to University Policy, this course is classified as a category three (3) course. Students enrolled in this course are exposed to significant hazards which have the potential to cause serious bodily injury or death. In this class, those risks are related to (exposure to various chemicals, heavy tools, and sharp tools). Students enrolled in this class will be informed of potential health hazards or potential bodily injury connected with the use of materials and/or processes and will be instructed about how to proceed safely. Students are not likely to suffer serious bodily injury when properly trained on how to handle materials and tools. Safety procedures will be given the first week and throughout the term as new safety issues become pertinent. Please report any damaged or dangerous items to your Professor.

No eating in the print studios!
No open-toed shoes in the print studios.

Students who are pregnant or will become pregnant during the course of the semester are advised to check with their doctor immediately to determine if any additional risks are reason to postpone this course until a later semester. Upon request, your professor will provide a list of chemicals and safety issues for your doctor to review. Material Safety Data Sheets are available on all chemicals. It will be up to you and your doctor to determine what course of action to take.

Building Emergency Procedures
In case of emergency (alarm will sound), please follow the building evacuation plans posted on each floor of your building and proceed to the nearest parking lot. In case of tornado (campus sirens will sound) or other weather related threat, please go to the nearest hallway or room on your floor without exterior windows and remain there until an all clear signal is sounded. Follow the instructions of your teachers and act accordingly.

Americans with Disabilities Act
“The College of Visual Arts and Design is committed to full academic access for all qualified students, including those with disabilities. In keeping with this commitment and in order to facilitate equality of educational access, faculty members in the College will make reasonable accommodations for qualified students with a disability, such as appropriate adjustments to the classroom environment and the teaching, testing, or learning methodologies when doing so does not fundamentally alter the course. If you have a disability, it is your responsibility to obtain verifying information from the Office of Disability Accommodation (ODA) and to inform me of your need for an accommodation. Requests for accommodation must be given to me no later than the first week of classes for students registered with the ODA as of the beginning of the current semester. If you register with the ODA after the first week of classes, your accommodation requests will be considered after this deadline. Grades assigned before an accommodation is provided will not be changed. Information about how to obtain academic accommodations can be found in UNT Policy 18.1.14, at www.unt.edu/oda, and by visiting the ODA in Room 321 of the University Union. You also may call the ODA at 940.565.4323.

CENTER FOR STUDENT RIGHTS AND RESPONSIBILITIES: The following statement reminds students of their rights and responsibilities within the academic community – “Each University of North Texas student is entitled to certain rights associated with higher education institutions. See www.unt.edu/csrr for further information.”
“I have read and fully understand the course structure, clean-up, grading requirements and health risk factor rating (3) as outlined and described in the course syllabus. I hereby agree to the syllabus and its provisions.

I understand that images of any artworks made for this course at UNT may be used and/or published by the instructor as examples of student work for teaching and other academic purposes. I understand that there are certain risk factors assumed with this course, and I assume full responsibility for any injury that I may incur as a result of the course’s activities.”

“I grant CVAD and its representatives permission to use my artwork and my likeness for public display, exhibition, publication, or other research and educational purposes. I understand no commercial use will be made of the images, but that the images could be used on the College and University’s public website and possibly in other educational or public relation campaigns.”

I understand and agree that when I use UNT’s tools/equipment I will return it to good condition or replace it before the end of the semester, and that failure to do so will drop my semester grade by one letter. This includes graining the image off and flattening litho stones used during the semester.

Course: ASTU 5020 MFA Exhibition
Risk rating: 3