Instructor: Andrew (Andy) DeCaen
Office Hours: by appointment F 8-10am on Zoom Personal Meeting ID 562 058 6888
Email: andrew.decaen@unt.edu

Course Description and Content: Monotype/Monoprint Series

Victoria Gonzales will complete a series of works investigating Monotype printmaking including various forms of print processes

Course Structure

There are 4 modules.

Module A will address a new series of 6-10 monotype/prints
Module B will address a new or progressive series of 6-10 monotype/prints
Module C will address a new or progressive series of 6-10 monotype/prints
Module D will address a holistic look at the semester's progression of conceptual/aesthetic themes with a cumulative statement

We will meet weekly as laid out in the Calendar.

Course Calendar

See calendar PDF for this course

See calendar for Screenprint demonstrations

Course Objectives

Upon successful completion of this course, students will have practiced graduate-level creative research with the ability to:

1. Form creative research questions related to the content of their artwork.
2. Technically manipulate materials through photographic processes.
3. Create a unified portfolio of artworks resulting from the prior objectives.
4. Engage in critical dialog related to this portfolio and portfolios of peers.
5. Apply standards for formal documentation of the artist’s creative practice.

Communication
- Instructor: Andrew DeCaen. I prefer to be called "Andy"
- Office Hours: by appointment Fridays 8-10am in person or on Zoom Personal Meeting ID 562 058 6888
- Email: andrew.decaen@unt.edu

I prefer you to communicate personal concerns or questions directly in class or via email. Messages sent via the Canvas site are usually flagged as "Clutter," so it is better to send a regular email.

Course Requirements and Grading

- **Module A**: Series of new series of 6-10 monotype/prints. 4 points (approx. 20% of total) [Due]
- **Module B**: Series of new or progressive series of 6-10 monotype/prints. 4 points (approx. 20% of total)
- **Module C**: Series of new or progressive series of 6-10 monotype/prints. 4 points (approx. 20% of total) [Due]
- **Module D**: Cumulative Statement and Portfolio. 8 points (approx. 40% of total) [Due]

Point Grade Scale for Projects/Assignments:

A (4.00 points) Excellent work that exceeds objectives, is very high in originality, and extremely well-conceived and executed.
A-(3.75 points)
B+(3.25 points)
B (3.00 points) Good work that meets the objectives, is high in originality, and well-conceived and executed.
B-(2.75 points)
C+(2.25 points)
C (2.00 points) Average acceptable work that meets the objectives, is fairly well-conceived and executed.
C-(1.75 points)
D+(1.25 points)
D (1.00 points) Inferior work that is minimally complete, but falls short of the objective of the project.
D-(0.75 points)
F (0.00 points) Failing work. Significantly incomplete, does not meet the objectives, and is poorly executed and/or conceived.

Grade Scale for End of Semester:

*UNT only allows whole-letter grades for the semester grade.*

A (20 - 17.46 points)
B (17.45 - 12.46 points)
C (12.45 - 7.46 points)
D (7.45 - 2.46 points)
F (2.45 - points)
Late Work Policy

Deadlines are final in this class. No late assignments will be graded. It is imperative to complete assignments by the deadlines. In order to make good use of individual meeting class times, be prepared to show progress on projects each class meeting.

Submitting Projects and Assignments on Canvas

All projects and assignments are to be turned-in on Canvas. The quality of your digital image is imperative to evaluate the work. Poor documentation may result in a low grade. Please read the page titled "Photographing/Scanning Artworks for Submission on Canvas" to prepare these digital images well. Please pay close attention to file naming conventions described in each project outline. Be mindful of deadlines in each assignment.

***NOTE: I retain the right to change the syllabus and post changes on Canvas Announcements if the needs of the course or students change.

Attendance Policies

Attending all scheduled class days is essential to success in this class. Attendance may be in-person or virtual when suitable.

Each Absences will reduce the Participation Grade by one letter for that project grading period.
A Fourth absences per semester will additionally reduce your final Semester Course Grade by 1 full letter.
A Fifth absences per semester will additionally reduce your final Semester Course Grade by 2 full letters.
A Sixth absences per semester will result in a Semester course Grade of F.

If you must be absent:
Email me before class to let me know and so that we can see if an alternative date is possible.

COVID-19 impact on attendance

Students are expected to attend class meetings regularly and to abide by the attendance policy established for the course. It is important that you communicate with the professor a priori to being absent, so you, the professor can discuss and mitigate the impact of the absence on your attainment of course learning goals. Please inform the professor if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community.

If you are experiencing any symptoms of COVID-19 (Links to an external site.) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your
health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Team at COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure.

Calendar MFA Sp Problems Sp22.docx
Download Calendar MFA Sp Problems Sp22.docx (26.6 KB)

Printmaking Studio Access-Spring 2022

Hours/Access

*Only students currently enrolled in printmaking classes may use the printmaking studios.* Students may use the studios during their scheduled class times and "open studio" blocks in the schedule. Students may also use the printmaking studios during another class ONLY with expressed permission from that instructor. When you work in the studios independently, you must follow the same clean-up, cleaning, and disinfecting protocols: cleaning up after yourself, cleaning surfaces before and after each use, and washing hands upon entering and exiting class.

Spring 2022 Printmaking classroom schedule

<table>
<thead>
<tr>
<th>Days</th>
<th>time</th>
<th>Room</th>
<th>Course, Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MW</td>
<td>8am-10:50am</td>
<td>266</td>
<td>Beginning Print: Screen Print, ASTU 2602.501, Davis</td>
</tr>
<tr>
<td>MW</td>
<td>11am-1:50pm</td>
<td>266</td>
<td>Beginning Print: Screen Print, ASTU 2602.502, DeCaen</td>
</tr>
<tr>
<td>MW</td>
<td>2pm-4:50pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>MW</td>
<td>5pm-7:50pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>MW</td>
<td>8pm-9pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>MW</td>
<td>8am-10:50am</td>
<td>275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>MW</td>
<td>11am-1:50pm</td>
<td>275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>MW</td>
<td>2pm-4:50pm</td>
<td>275</td>
<td>Intermediate Print: Lithography, DeCaen</td>
</tr>
<tr>
<td>MW</td>
<td>5pm-7:50pm</td>
<td>275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>MW</td>
<td>8pm-9pm</td>
<td>275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>Days</td>
<td>Time</td>
<td>Room</td>
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<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>TTR</td>
<td>8am-10:50am</td>
<td>266</td>
<td>Beginning Print: Screen Print, ASTU 2602.503, Davis</td>
</tr>
<tr>
<td>TTR</td>
<td>11am-1:50pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>TTR</td>
<td>2pm-4:50pm</td>
<td>266</td>
<td>MFA Praxis/BFA Sr Print Studio, ASTU 5001/4600, Gibbons</td>
</tr>
<tr>
<td>TTR</td>
<td>5pm-7:50pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>TTR</td>
<td>8pm-9pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td></td>
<td></td>
<td>275</td>
<td>Beginning Print: Relief Print, ASTU 2602.501, Picket</td>
</tr>
<tr>
<td>TTR</td>
<td>11am-1:50pm</td>
<td>275</td>
<td>Intermediate Print: Ingaglio, ASTU 3602, Gibbons</td>
</tr>
<tr>
<td>TTR</td>
<td>2pm-4:50pm</td>
<td>275</td>
<td>MFA Praxis/BFA Sr Print Studio, ASTU 5001/4600, Gibbons</td>
</tr>
<tr>
<td>TTR</td>
<td>5pm-7:50pm</td>
<td>275</td>
<td>Intro to Print, ASTU 2300, Gibson</td>
</tr>
<tr>
<td>TTR</td>
<td>8pm-9pm</td>
<td>275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>Sat</td>
<td>9am-5pm</td>
<td>266 &amp; 275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>Sun</td>
<td>9am-10pm</td>
<td>266 &amp; 275</td>
<td>OPEN STUDIO</td>
</tr>
</tbody>
</table>

**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. – Saturday at 8 a.m.*
Regular Art Building Hours from Jan. 18 to Jan. 30 (12th class day):

Monday–Thursday: 6:30 a.m.–10 p.m.
Friday: 6:30 a.m.–5 p.m.
Sunday: Noon–10 p.m.

Regular Art Building hours from Jan. 31 to May 13

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

Spring Break Hours

Sat., Mar. 12: closed
Sun., Mar. 13: closed
Monday, Mar. 14–Fri. Mar. 18: 8am–5pm
Sat., Mar. 19: closed
Sun., Mar 20: Noon–10 p.m.

Art Building Access for Undergraduates Granted After-Hours Access

Mon.–Thurs: Midnight–11:59 p.m.
Fri: Midnight–5 p.m.
Sat.: 9 a.m.-11:59 p.m.
Sun.: Midnight–11:59 p.m.
Link for Undergraduate After-Hours Access: https://news.cvad.unt.edu/studentaccess (Links to an external site.)

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 to be determined by programs in consultation with their department chairs.

**Restricted Spaces Hours.**

**Art Building, Room 153, Sculpture**

Pre-12th Class Day

Mon.–Thurs: 6:30 a.m.–9:00 p.m.

Fri.: 6:30 a.m. – 5 p.m.

Sun.: Noon–4 p.m.

Jan 31 to the end of the semester

Mon.–Thurs: 6:30 a.m.–9:00 p.m.

Fri.: 6:30 a.m. – 5 p.m.

Sat: Noon–4 p.m.

Sun.: Noon–4 p.m.

General after-hours access to Sculpture will be only to Room 153 but not to any of the shops. Access to other areas in Sculpture, such as the woodshop or tool cage, will be determined by the Sculpture program in consultation with the Department Chair.

**Art Building, rooms 170, 172, and the exterior door, Metalsmithing and Jewelry**

Metalsmithing and jewelry will be unlocked when the general Art Building is unlocked. Metalsmithing and Jewelry students with After-Hours Access will be able to swipe into the exterior door, but only rooms 170 and 172 will be available for after-hours use.
**Art Building, Rooms 243. 250 & 254, Fashion Design**

Classrooms will be open during normal business hours until 12th Class Day.

After 12th Class Day rooms will be open

Monday–Thursday: 8 a.m. to 9 p.m.

Friday: 8 a.m. to 5 p.m.

After the 12th Class Day (Jan. 31), classrooms will only be available by swipe to all undergraduate students with After-Hours Access on the schedule listed above.

**Art Building, Room 356, New Media Art**

Monday–Thursday: 8 a.m. to 10 p.m.

Friday: 8 a.m. to 5 p.m.

Saturday: closed

Sunday: Noon to 6 p.m.

There is no after-hours access to this space.

**Art Building, Room 361, Digital Fabrication Lab**

Monday–Friday, 8 a.m. to 5 pm.

Saturday & Sunday: closed

Hours may change, check the [Fab Lab web page](https://example.com/fablab) for updates

**Art Building, Room 362, Photography**

**Through January 30**

Monday–Friday: 8 a.m. to 5 p.m.

Saturday: closed

Sunday: closed

**January 31 to end of semester.**

Monday–Thursday: 8 a.m. to 9 p.m.
Friday: 8 a.m. to 5 p.m.
Saturday: closed
Sunday: Noon to 5 p.m.

**Art Building Room 375, Computer Lab**
Monday–Thursday: 7:30 a.m. to 10 p.m.
Friday: 7:30 a.m. to 5 p.m.
Sunday: Closed

There is no after-hours access to this space.

**Art Building Room 490, Woodshop**
Monday–Tuesday: 9 a.m. to 5 p.m.
Wednesday: 9 a.m. to 8 p.m.
Thursday–Friday: 9 a.m. to 5 p.m.

*Hours are subject to change.*

**Technology Requirements**

- Access to reliable Wifi with bandwidth suitable for Zoom calls.
- Device capable of Zoom features: audio, video, chat, share, etc (including webcam and mic if not already in this device)
- MS Word or comparable word processing app capable to save as a PDF.
- MS PowerPoint or comparable visual presentation app capable to save as a PDF.
- DSLR Camera, good smartphone camera, or scanner capable of making clearly focused images at 300 pixels per inch.
- Adobe Photoshop or other digital imaging software for editing photos and/or creating artworks.

**Canvas Requirements**

Please familiarize yourself with the technology requirements to use Canvas
Optimizing Weak Wifi Bandwidth on Zoom

We may all experience unpredictable internet periodically, but I want to offer some suggestions that may help with this. When you are on a zoom call it may help to:

- Close all other unnecessary apps (on a computers or and on phones).
- Ask others using the same wifi to pause their use until your call is complete. (I know this is not always possible.)
- Turn off Video and/or Audio features if you are experiencing a bad connection.

Online Rules of Engagement

Online Rules of Engagement refers to the way students are expected to interact with each other and with their instructors online.

Technology Assistance

Part of 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. The UNT Student Help Desk can help with Canvas or other technology 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: 8am-9pm

Telephone Availability:

- Sunday: noon-midnight
- Monday-Thursday: 8am-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)
CVAD Computer Lab
(Links to an external site.)

https://itservices.cvad.unt.edu/labs/cvad-scl (Links to an external site.)
CVAD Computer Lab has computers with software available during open hours. They also have laptops and other equipment available for short-term check-out.

UNT & CVAD Policies-3

Academic Integrity

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

Disability Accommodation

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

CVAD Health and Safety Program

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

Health & Safety Best Practices for Printmaking Studios

Please read the appendixes of the H&S manual for the Printmaking Program at https://art.unt.edu/healthandsafety (Links to an external site.)
Course Risk Factor:
According to University Policy, this course is classified as a category three (3) course. Students enrolled in this course are exposed to significant hazards that have the potential to cause serious bodily injury or death. In this class, those risks are related to (include the list of hazards to which a student might be exposed). 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 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.

Emergency Notification and 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.

Student Evaluations of Teaching

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13 and 14 of the long semesters to provide students with an opportunity to evaluate how this 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 or email spot@unt.edu.

Incomplete Grades

An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule.

In consultation with the instructor, complete a request for an Incomplete Grade. This form can be found on the department website and must be turned into the department chair prior to the last day of classes (not the exam date). Note: A grade of Incomplete is not automatically assigned to students.
Important Academic Dates

- Registration Guides by Semester (Links to an external site.)
- Online Academic Calendar (Links to an external site.)
- Final Exam Schedule (Links to an external site.)

Academic Integrity Standards and Consequences

According to UNT Policy 06.003, Student Academic Integrity (Links to an external site.), academic dishonesty occurs when students engage in behaviors including, but not limited to: cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

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 (Links to an external site.). The University's expectations for student conduct apply to all instructional forums, including University and electronic classrooms, labs, discussion groups, field trips, etc.

The Dean of Students Office (Links to an external site.) enforces the Code of Student Conduct (Links to an external site.). 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 representative from the Dean of Students Office to discuss the alleged misconduct in an educational process.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct. Federal laws and UNT policies prohibit discrimination on the basis of sex as well as sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. Visit Title IX Student Information (Links to an external site.) for more resources.

Undocumented Students

Please see UNT’S Resources for DACA Students (Links to an external site.) web page for more information.
Content in the Arts Disclaimer

Content in the arts can sometimes include works, situations, actions, and language that can be personally challenging or offensive to some students on the grounds, for example, 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, and 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 made uncomfortable by such expressions should withdraw at the start of the term and seek another course.

UNT COVID Guidelines:  [https://healthalerts.unt.edu/covid-guidelines](https://healthalerts.unt.edu/covid-guidelines) (Links to an external site.)

A few things I want to underline:

- UNT asks that we get fully vaccinated to maximize protection from contracting COVID.
- UNT asks that we wear fitted masks indoors.
- UNT asks that we monitor for symptoms daily.

If you have COVID symptoms:

- UNT asks you to get tested as soon as possible. (on-campus [COVID-19 Testing Resource](https://healthalerts.unt.edu/covid-guidelines) (Links to an external site.))
- UNT asks you to contact the UNT Student Health and Wellness Center as soon as possible.

If you test POSITIVE for COVID-19

- UNT asks that you submit the [COVID-19 Positive Reporting Form](https://healthalerts.unt.edu/covid-guidelines) (Links to an external site.).
- UNT asks that you contact all your professors as soon as possible to discuss alternative means of progress.
- If you are seriously ill, call 911, your local ER or urgent care for further medical attention.

If you have any COVID questions, please contact [COVID@unt.edu](mailto:COVID@unt.edu)

Below is a video message from the UNT president

[https://www.youtube.com/watch?v=C-TJefouCKA](https://www.youtube.com/watch?v=C-TJefouCKA) (Links to an external site.)

Download [Handbook_Heath-Safety_8-12-18-1-3.pdf](https://healthalerts.unt.edu/covid-guidelines) (2.38 MB)

Download [Printmaking HealthSafety-1-3.pdf](https://healthalerts.unt.edu/covid-guidelines) (111 KB)
Printmaking Syllabus Agreement (Canvas Quiz)

This is a syllabus agreement and permission to use your image or artwork on CVAD’s social media, websites, and other promotional materials. Thank you!

Please Note: this Quiz is Required to complete the class. Although it has no point values in the final course grade, I cannot grade assignments until you have completed this agreement.