**Intermediate Printmaking Rotating Topics: Intermediate Screen Print**

ASTU 3601.502, Spring 2023

Prerequisites: **ART 1600 and one of the following:** ASTU 2601

Instructor: Andrew (Andy) DeCaen

Meeting: TTR 2pm-4:50pm

Office Hours: **by appointment** Thursdays 11:30am-1:30pm in person

**or on Zoom Personal Meeting ID 562 058 6888**

Email: andrew.decaen@unt.edu

Communications:

***Please use normal UNT Email to decaen@unt.edu for any issues you did not get addressed during normal class time. Please DO NOT use Canvas Messaging; since my Outlook email will flag it as "Clutter."***

I am also available for professional advising or printmaking program advising during office hours by appointment. If you are considering becoming a Printmaking Major, please reach out to meet for academic advising about the BFA Entry Review and other academic advising.

Course Description:

Topics vary each semester. This course provides students with opportunities to engage in a range of methods, materials, sources, concepts and dialogue related to the discipline of printmaking.

Course Content (Intermediate Screenprint)

This course will expand upon the experience from the Beginning Screen Print course and explore prints in the expanded field. We will explore traditional and experimental techniques while engaging both disciplinary and interdisciplinary practice. Students will use screen printing to develop a creative direction and make a unified portfolio of studio artworks. Projects will emphasize printmaking concepts and properties such as layered image-making, serial imagery, circulation, collaboration, translation, duplication, and technically alluring processes. Special focus will be given to various methodologies where printmaking intersects with other disciplines. The course will also focus two collaborative forms of printmaking: a themed portfolio exchange print, and collaborative printing project for Emmy Bright's exhibition in the UNT Art Gallery.

Course Objectives and Outcomes:

Upon successful completion of this course, students will have a beginning-level command of creative research with the ability to:

1. Form creative research questions related to the content of their artwork.
2. Technically manipulate materials through screen-printing and related 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.
Course Structure:
We will meet twice per week (from 2:00PM - 4:50PM on Tuesdays and Thursdays). We are in class together nearly six hours each week, but you will need to plan on spending additional time working in the print studios outside of class time. In-person attendance is necessary to successfully participate in this class. The calendar PDF will be a guide for you to know what is expected each class period. Canvas will be a means to relate course structure, deliver additional content, and make weekly announcements. Canvas will also be a means for you to submit projects. The last 10 minutes of each class period will be reserved for a mandatory studio cleaning time. We will use a class session at the end of the semester for a holistic group clean-up session.

This course meets simultaneously with the Senior Print Studio capstone course. Class days will be divided with a portion of each class devoted to the Topics in Screenprint section and a portion devoted to the Sr Print Studio section. You will need to be self-directed and productive during times when I am working with the other section

There are 3 Unit Projects, a fourth asynchronous collaborative printing project, a holistic evaluation of the Cumulative Semester Portfolio, and evaluations of Participation. Each Project will have a series of presentations covering contextual underpinnings, ideation discussions, time to make matrixes, time to print work in-person, and a project critique. There may only limited technique-based demonstrations, but if you would like additional focused technical coaching or custom demonstrations, you may seek these out by making an appointment during office hours.
COURSE REQUIREMENTS & GRADING
Cumulative Semester Portfolio with Artist’s Statement

- Cohesion & progression of themes, imagery, & form with Cumulative Artist’s Statement.
- 8 points (approx. 26% of total), graded at end of semester

Screenprint Project #1: Themed Portfolio Exchange & Collaborative Mash-Up Monoprints

- Five-color limited edition of 15 identical prints (5 JPGs showing consistent limited edition)
- Contribution to Collaborative Mash-Up Monoprints (at least 3 of your layers printed on at least 3 collaborative prints)
- Project 1 Contextual Research and Statement
- Graded as 4 points (approx.13% of semester total)

Screenprint Project #2: Beyond Conventional Print Options

- Fully Invested project using screenprint in one of a menu of options. (JPGs showing consistent limited edition)
- Project 2 Contextual Research and Statement
- Graded as 4 points (approx.13% of semester total.)

Screenprint Project #3: Beyond Conventional Print Options

- Fully Invested project using screenprint in one of a menu of options. (JPGs showing consistent limited edition)
- Project 3 Contextual Research and Statement
- Graded as 4 points (approx.13% of semester total.)

Participation in Class and Critiques

- Completion Syllabus agreement quiz (0.01 points) (Required)
- Participation during Project 1 (1.33 points)
- Participation during Project 2 (1.33 points)
- Participation during Project 3 (1.33 points)
- Cumulative Points for Participation: 4 points (approx.13% of semester total)

Screenprint Project #4: Collaborative Printing Emmy Bright Project

- Devoting two class periods contributing to Visiting Artist's print project
- Focused and diegent participation in the printing project
- Graded as 2 points (approx.6% of semester total.)
**Point Grade Scale for Projects/Assignments:**

*Grades will be posted in canvas Comments to help direct your progress.*

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.
Total Point Scale for End of Semester Grades

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

A (24-21 points)
B (20.99-17 points)
C (16.99-14 points)
D (13.99-10 points)
F (9.99-0 points)

Late Work Policy
If you cannot complete your project when it is due, you may present an unfinished project at critique and turn in the project incomplete on canvas. Critique will be appropriately short for an incomplete project. You may re-submit the project on canvas (images, project statement, and contextual research) if you also send an email (not canvas message) to the instructor so that they know there is something to be regraded. Coming to critique with an incomplete project will yield no better than a C grade. Coming to critique with nothing to present will earn an F for the project grade. The participation grade will be a D if you are engaged and an F if you are not.

Project Re-Submissions
If you need to resubmit a project because it was being incomplete at critique, or if you need to re-make a project because you were unsatisfied with it, you may resubmit until the class period of the final critique. That deadline is final.

Submitting Projects In-Person & On Canvas
You will bring your physical prints to critique, but all projects and assignments are to be also turned-in on Canvas. The quality of your digital image is imperative to evaluate the work. Poor photo/scanning will result in a lower 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 Spring 2023

Attending all class in-person is essential to success in this class. When you attend class, you have real-space/real-time access to demonstrations, critiques, discussions, and assistance on your projects. You should learn as much from your peers as you do from your instructor. Attending class is the first step in developing a sense of community and social learning. It is your responsibility to answer roll call at the beginning of class. If you walk in late, you must let the instructor know right away so that you are marked tardy instead of absent. Participatory attendance is expected.

It is expected that students be on time and prepared each session. If you do not attend, you cannot participate. Class participation grade will be dramatically effected by poor attendance or poor punctuality. The final semester grade will also be effected by poor attendance:

Each Absences will reduce the Participation Grade by one letter for that project grading period.
• If your miss 1 class during a project grading period, then your participation grade will be no better than a B.
• If you miss 2 classes during a project grading period, then your participation grade will be no better than a C.
• If you miss 3 classes during a project grading period, then your participation grade will be no better than a D.
• If you miss 4 classes during a project grading period, then your participation grade will be no better than a F.

Missing Class Beyond 4 Absences:

• A Five absence per semester will additionally reduce your final Semester Course Grade by 1 full letter.
• A Sixth absence per semester will additionally reduce your final Semester Course Grade by 2 full letters.
• A Seven 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. I appreciate knowing so that I won't wait for you to arrive late, AND
Ask another student to take notes for you, so that you can make up time outside of class and be prepared to return next class.
You may schedule an appointment during office hours if you need further assistance catching up on what you missed.

COVID-19 impact on attendance
Please inform the professor as soon as possible 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 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.htmlLinks 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. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

Punctuality/Coming Late to Class
If you arrive after roll-call, you should assume that you were marked absent.
If you arrive late, immediately make sure that your absence is changed to a tardy.
Every Tardy will lower your participation grade by one step for that module. (e.g. A changes to an A-, or A- Changes to B+, etc)
Arriving to class more than 20 minutes late will reduced that participation grade by one letter.
Leaving class early will count as a Tardy.

Calendar Int Screen Sp23.pdf
Download Calendar Int Screen Sp23.pdf (137 KB)
PERSONAL SUPPLIES LIST, SPRING ROTATING TOPICS SCREEN 2023

Note: I have listed possible sources. In many cases, you may find alternatives at different sources online, but be aware of shipping delays and shipping costs. If you organize a few friends to purchase a larger quantity together, you may save money.

- One or Two Aluminum Screen Print Frames, minimum 23” x 31” Outer Dimension, with mesh-count between 195 and 230, yellow or white mesh.
  I recommend buying 2 screens (now or later) if you can afford it – It is handy to have a second clean screen ready to use.)
  Possible Local Source: TexSource

Links to an external site.: (Call First to assure in stock and place order. 940-382-1234. For local pick up. limited quantities. Prices approximately $38 to $42 each.)
Possible Online Sources:
Gold Up USA: Links to an external site, (allow time for shipping. 2 frame quantity minimum. Prices approximately $36 each, PLUS shipping cost)

*Sources for Discount Price Bulk Screens Online if you want to collaborate and buy as a group before the semester
Bulk of 6 frames from Gold Up: https://www.goldupusa.com/6-pack-aluminum-screen-printing-screens-al23x31-6-off/ Links to an external site.
Bulk of 6 Thin Economy frames from Sign-In Global (May be damaged more easily because they are so thin, but very economical!)
https://www.sign-in-global.us/products/26275/6_pcs_Aluminum_Silk_Screen_Frame_23_quot_x_31_quot_.

Links to an external site.
At least 1 roll Vinyl R-Tape 2” wide roll at 20+ yards
Possible Local Source: TexSource Links to an external site.: (Call First to assure in stock. 940-382-1234. For local pick up. limited quantities. Prices approximately $6- $8 each.)
Possible Online Source: https://uscutter.com/rtape-2000-blue-blockout-tape-for-screenprinting/ Links to an external site.
Possible Online Source: https://www.amazon.com/Blue-Block-Tape-2000-2-inches/dp/B088TJ568Y/ref=sr_1_10?crid=2NSQUMUUPZ0F7&keywords=R-tape+2%22+blue&qid=1673311475&sprefix=r-tape+2+blue%2Caps%2C102&sr=8-10

Links to an external site.

Printing Paper: Estimating at least 8 sheets of 22” x 30” (or equivalent amount of paper in another size)
This will vary a lot depending on the scope of your projects
Best Quality Suggestions: Rives BFK, or Sommerset Satin, Sommerset Velvet paper, Pescia
Acceptable Quality Suggestions: Stonehenge, Fabriano Rosaspina, Lenox, Arnehiem
Possible Sources: Voertman’s Store (local) Takach Paper (online, UNT bulk order), Dickblick
Prices vary from approximately $5 to $8 per sheet
- **Xacto knife with cover and Extra Xacto Blades**
  Possible Sources: Dickblick (online), Voertman’s Store (local).
- **3-6 screw-top plastic containers, 8-32 oz. size.**
  Possible Source: Kroger, Target, etc
- **Plain Cellulose Sponges (e.g. Ocelo brand. Not synthetic sponges. Not scrubber sponges)**
  Possible Sources: Home Depot, Target, Kroger
- **Masking tape or painter’s tape, minimum 1/2" thick**
  Possible Sources: Home Depot, Target, etc.
- **Melamine Foam Erasers. At least 7 pads (various brands such as "Magic Eraser", etc)**
  Possible Sources: Home Depot, Target, etc.
- **Grafix PM Drafting Film, 18” x 24,” clear for registering color prints (may not be necessary if using left-overs from last year)**
  Possible Source: Voertman’s Store, Dickblick.com, Amazon.com
- **Sketchbook and/or laptop/tablet for visual ideation and note taking.**
- **Reusable ear-plugs. (or sound-cancelling headphones) unless you want to use the community ear protection in the washout room.**
  Possible Source: Home Depot
- **Eye Protection**
  Possible Source: Home Depot
- **Nitrile Gloves that fit (used with Simple Green, Photo Emulsion, Photo Emulsion Remover Solution)**
  Possible Source: Home Depot

**Optional Items:**

- **Synthetic Paintbrushes, various sizes and tips for use with screen filler or drawing fluid.**
  Possible Source: Dickblick or Voertman’s
- **Opaque Pigment Pens (Faber Castel PITT Pens or or Zig Opaque pens, or Uni Tosca paint markers)**
  Possible Source: Dickblick, Voertman’s
- **Bac-Out Stain & Odor Eliminator 32oz (Enzyme Cleaner liquid) If you don't like using Simple Green.**
  (if you may not like to use the Simple Green Cleaner provided by the Printmaking studios)
  Possible Sources: Natural Grocers, Target
- **Rubber grip shelf liner, Non-Skid Mat about size of screen support board**
  Possible Sources: Dollar General, Target, Home Depot
- **Smaller or larger squeegee for printing small or large areas (60-80 Durameter)**
  Possible Source: Local: Texsource-Argyle, Graphic Solutions Group-Dallas
  Possible Source: Online: Gold-Up USA, Victory Factory

Other supplies may be added to these lists as the course progresses.

**Items Loaned:**
*(to be returned at the end of the semester):*

- Hinged Screenprint Support Board, Clean and undamaged
• 9.25” or 16” Squeegee, Clean
• 2 registration Pins .25” round at .10 height
• Ink Spreader card
• 2 Screw top containers for ink mixing
• used mylar sheet for soaking screens with simple green

**Supplies Provided for use in the studios:**

• Acrylic Screen print Inks
• Digital printing in the 3rd floor digital print lab, on bond paper for digital stencils.
• Screen Filler as needed in the studios
• Simple Green cleaner as needed in the studio
• mineral Oil as needed in the studios
• Photo emulsion (One gallon per section. If we run out, you will need to buy your own)
• Rubylith film as needed in the studios
• Drawing Fluid as needed
• Vinyl for digital stencils (limited quantities)
• Tracing paper (limited quantities)
•
**PRINTMAKING COURSE SCHEDULE SPRING 2023**

**Spring 2023 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 2023 Printmaking Classroom Schedule**

Open studio hours are subject to change for PANTS meetings and events

<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, Pickett</td>
</tr>
<tr>
<td>MW</td>
<td>11am-1:50pm</td>
<td>266</td>
<td>Beginning Print: Screen Print, ASTU 2602.502, Pickett</td>
</tr>
<tr>
<td>MW</td>
<td>2pm-4:50pm</td>
<td>266</td>
<td>MFA Praxis, ASTU 5001, Gibbons</td>
</tr>
<tr>
<td>MW</td>
<td>5pm-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>Intermediate Print: Intaglio, ATSU 3602, Gibbons</td>
</tr>
<tr>
<td>MW</td>
<td>2pm-4:50pm</td>
<td>275</td>
<td>MFA Praxis, ASTU 5001, Gibbons</td>
</tr>
<tr>
<td>MW</td>
<td>5pm-9pm</td>
<td>275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>TTR</td>
<td>8am-10:50am</td>
<td>266</td>
<td>Rotating Topics: Book Arts, ASTU 3000.505, Bangash</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>Intermediate Print: Rotating Topics Screen Print, ASTU 3601, DeCaen</td>
</tr>
<tr>
<td>TTR</td>
<td>5pm-9pm</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>TTR</td>
<td>8am-10:50am</td>
<td>275</td>
<td>Intermediate Print: Lithography, ATSU 3601, DeCaen</td>
</tr>
<tr>
<td>TTR</td>
<td>11am-1:50pm</td>
<td>275</td>
<td>Beginning Print: Relief Print, ASTU 2602.502, Gonzalez</td>
</tr>
<tr>
<td>TTR</td>
<td>2pm-4:50pm</td>
<td>275</td>
<td>BFA Sr Print Studio, ASTU 4600, DeCaen</td>
</tr>
<tr>
<td>TTR</td>
<td>5pm-7:50pm</td>
<td>275</td>
<td>Intro to Print, ASTU 2300, Lama</td>
</tr>
<tr>
<td>TTR</td>
<td>8pm-9pm</td>
<td>275</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>Fri</td>
<td>7am-5pm</td>
<td>266 &amp; 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>
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**Spring 2023 Building Hours**
Jan. 17–May. 12
Monday–Thursday: 8 a.m.–9 p.m.
Friday: 7:30 a.m.–5 p.m.
Saturday: Noon–5 p.m.
Sunday: Noon–10 p.m.

Spring Break—graduate students, staff, and faculty will retain 24-hour access. Undergraduates will not have access to the Art Building outside of normal business hours during Spring Break.
Friday, March 10, building closes at 5:00 p.m.
Saturday and Sunday, March 11–12: closed
Monday–Friday March 13–17: 7:30 a.m.–5:00 p.m.
Saturday, March 14: closed
Sunday, March 15: Noon–10 p.m.

After-hours/extended Building Hours
Updated extended hours for the building have also been posted to the CVAD website’s section on how to apply for after-hours access

Undergraduate students can apply for this access starting the first day of classes. However, swipe access requests will not be submitted to Access Control until January 31 (the day after Census day) and could take up to 24 hours to be activated.

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

- Hardware and Software Requirements for Canvas
- Canvas Browser Check

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 EngagementLinks to an external site 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 siteLinks to an external 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 HelpLinks to an external site.
(https://community.canvaslms.com/docs/DOC-10554-4212710328)

CVAD Computer Lab
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 Willis Library Computer Lab
UNT Willis Library Computer Lab has computers with software available during open hours. They also have laptops and other equipment available for short-term check-out

Adobe Creative Cloud
UNT Students may subscribe for a discount to buy Adobe® Creative Cloud™
All the apps. All the time. 100GB of free storage!
One Time Cost: $55.55 with your UNT-student discount
Access: Aug. 15, 2022 or from date of purchase through Aug. 31, 2023
Details: https://news.cvad.unt.edu/adobe-news
Purchase: https://unt.edu/adobe
UNT & CVAD Policies

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/odaLinks 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/healthandsafetyLinks 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 Links to an external site.https://art.unt.edu/healthandsafetyLinks to an external site.

Emergency Notification and Procedures
UNT Emergency Guide: https://emergency.unt.edu/about-usLinks to an external site.
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
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 InformationLinks to an external site. for more resources.

Undocumented Students
Please see UNT’S Resources for DACA StudentsLinks 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
Go to https://healthalerts.unt.edu/ to see (Links to an external site.)the latest guidance on issues related to COVID-19 including information regarding vaccinations and testing.

Download Handbook_Heath-Safety_8-12-18-1.pdf (12.4 MB)

Download Printmaking HealthSafety-1.pdf (111 KB)

Printmaking Syllabus Agreement
(Canvas Quiz)