MFA Project In Lieu of Thesis: EXHIBITION
ASTU 5020 Spring 2023
Instructor: Andrew (Andy) DeCaen
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

Course Description
Creative project presentation and extended artist statement in lieu of a written thesis.
*Must be taken with your major professor.

Course Outcomes
• Individuate an approach to visual artmaking and address self-defined research projects with distinct and challenging parameters
• Demonstrate the visual, verbal, and writing skills needed to engage with contemporary discourse in contemporary art
• Display a familiarity with historical and contemporary approaches to visual art and their interrelationships
• Demonstrate an ability to communicate through oral and written communication skills
• Demonstrate the ability to plan and meet deadlines

Course Structure
We will meet most Mondays 1am-1:50pm at ART 205 or in your private studio.

There are 4 modules, each with several graded assignments. The first Module will examine professional documentation of creative research. The second module will examine the progression of the Extended Artist's Statement. The third Module will cover presentations (Review and Defense). The fourth module will identify a series of deadlines for completion of this capstone course and the MFA degree. We will meet weekly as laid out in the Calendar.

Course Calendar
Please review the PDF calendar for descriptions of what we will address each meeting. Download Calendar MFA PILOT Exhibition Sp 23.pdf (101 KB)

Communication
Please use regular email. Messages sent via the Canvas site are usually flagged as "Clutter."
COURSE REQUIREMENTS AND GRADING

Graded Assignments:

- Photo-Documentation of individual works, [4 points] (approx. 20% of total. Due May 8, 11am)
- Photo-Documentation of exhibition installation, [4 points] (approx. 20% of total, Reviewed periodically. Due May 8, 11am)
- MFA Exhibition Press Release & Digital Postcard, [1 point] (approx. 20% of total, Reviewed periodically. Due March 20, 11am)
- Draft 1 Extended Artist’s Statement & 100-Word Statement 1 point (approx. 5% of total, Due Jan 30, 11am)
- Draft 2 Extended Artist’s Statement & 100-Word Statement 1 point (approx. 5% of total, Due Feb 13, 11am)
- Draft 3 Extended Artist’s Statement & 100-Word Statement 1 point (approx. 5% of total, Due Feb 27, 11am)
- Draft 4 Extended Artist’s Statement & 100-Word Statement 2 points (approx. 5% of total, Due March 20, 11am)
- Final Draft Extended Artist’s Statement, 4 points (approx. 20% of total, Due April 10, 11am)
- MFA Committee Review Presentation. 1 point (approx. 5% of total, Due By Week 7
- MFA Defense. 1 point (approx. 5% of total, Due During Exhibition Week

Additional Deadlines Required for completion of this course:

- Apply for Graduation with UNT Registrar. Deadline Feb 17
- Submit Oral Defense Announcement Form with Studio Art Dept Deadline April 14
- Submit Signed Final Defense Form to Studio Art Dept Deadline May 5
- Apply for Graduation with Studio Art Dept through Slideroom.

- Links to an external site. Deadline May 8-12
- Submit MFA Catalogue materials to Studio Art Dept Office. Deadline May 13
- Vacate your studio; as per procedures in Studio Space Agreement, Deadline May 20

Each assignment is posted in Canvas Modules where there are specific requirements.

Point Grade Scale for Projects/Assignments:

4-point projects:
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

1-point projects:
A (1 points) Excellent work that exceeds objectives, is very high in originality, and extremely well-conceived and executed.
A-.94 points)
B+(.81 points)
B (.75 points) Good work that meets the objectives, is high in originality, and well-conceived and executed.
B-.69 points)
C+(.56 points)
C (.5 points) Average acceptable work that meets the objectives, is fairly well-conceived and executed.
C-.44 points)
D+(.31 points)
D (.25 points) Inferior work that is minimally complete, but falls short of the objective of the project.
D-(.19 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. Drafts of the Extended Artist's Statement are reviewed regularly. If little progress has been made on these items, the grade will be very low for that draft. In order to make good use of individual meeting class times, be prepared to show progress on assignments as listed in the calendar.

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.
Two absences will reduce the semester Grade by one letter grade.
Three absences will reduce the semester Grade by two letter grades.
Four absences will reduce the semester Grade by three letter grades.

If you must be absent: Email me before class to let me know and so that we can see if we can meet another time.
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>Days</td>
<td>Time</td>
<td>Room</td>
<td>Course, Instructor</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>Days</td>
<td>Time</td>
<td>Room</td>
<td>Course, Instructor</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>
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<tr>
<td>TTR</td>
<td>5pm-9pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
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<tr>
<td>TTR</td>
<td>8pm-9pm</td>
<td>266</td>
<td>OPEN STUDIO</td>
</tr>
<tr>
<td>Days</td>
<td>Time</td>
<td>Room</td>
<td>Course, Instructor</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>
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<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>Days</td>
<td>Time</td>
<td>Room</td>
<td>Course, Instructor</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>
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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 CanvasLinks to an external site.
- Canvas Browser CheckLinks to an external site.

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**
[Links to an external site.](https://online.unt.edu/online-rules-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**: [CVAD Computer Lab](https://itservices.cvad.unt.edu/labs/cvad-scl)

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](https://library.unt.edu/services/computer-labs)

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](https://news.cvad.unt.edu/adobe-news)

Purchase: [https://unt.edu/adobe](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
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 SemesterLinks to an external site.
- Online Academic CalendarLinks to an external site.
- Final Exam ScheduleLinks to an external site.

Academic Integrity Standards and Consequences
According to UNT Policy 06.003, Student Academic IntegrityLinks 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 ConductLinks 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 OfficeLinks to an external site. enforces the Code of Student ConductLinks 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.

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

Printmaking HealthSafety-1.pdf
Download Printmaking HealthSafety-1.pdf (111 KB)

Printmaking Syllabus Agreement
(Canvas Quiz)