

**ASTU 4200-502**  
**Advanced Painting and Drawing Studio**  
**University of North Texas**

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**Instructor:** Elaine Pawlowicz (she, hers, her)  
**Office Location:** Room 306 CVAD  
**Office Hours:** 8:30a.m.-10:30a.m. Mondays or by appointment  
**Email:** Elaine.Pawlowicz@unt.edu  
**Class Location:** Room 468 CVAD  
**Class Times:** Monday and Wednesday 2:00-4:50p.m.  
**Term:** Fall 2023  
**Studio Art Office Phone Number:** 940-369-7671

### **Art Building Hours**

Regular Hours • Aug. 21–Dec. 15, 2023

- Monday–Thursday: 7 a.m.–10 p.m.
- Friday: 7 a.m.–5 p.m.
- Saturday: 9 a.m.–5 p.m.
- Sunday: Noon–10 p.m.

Fall Break (Art Building Closed for Thanksgiving: Wednesday, Nov. 22- Saturday, Nov. 25.  
Reopens Nov. 26 Sunday at noon)

### **COURSE DESCRIPTION**

Prerequisite(s): 3 of the following ASTU 3201, ASTU 3202, ASTU 3203, ASTU 3204, ASTU 3205, ASTU 3206. Must have passed drawing & painting entry review.

Advanced studies in drawing and painting with an emphasis on in-depth individually generated projects. Students will focus on professional development and portfolio preparation. Students will work on developing technical skills, materials and processes appropriate to their concepts as well as aesthetic sensibilities including the use of historic and contemporary references in drawing and painting and other arts, criticism, expression of personal concepts in works.

### **COURSE CONTENT & SCHEDULE CHANGES**

This course will consist of individual and group critiques, individual exploration, investigation, research and production of a portfolio, reading selected essays for discussion, writing an artist statement, and participating in the larger art community. Please make sure you have a UNT email and access to our Canvas portal where written reports and digital images are required for assignment completion. Students will write their own project proposals (with exception of expanded prompt for Critique 1) for each critique allowing students to take ownership of the production of their ideas. Be prepared to spend as much time as possible in the senior studio and be willing to do many iterations of a work until it is conceptually and visually resolved for your portfolio. This course will assist students with developing a strong personal vision, sustainable art

practice, skillful portfolio showcasing both integrated form and content, along with a high level of professionalism necessary for post-graduation.

Students are expected to develop personal direction and artistic practice by producing a conceptual body of ambitious and significant works. Proposals for each project along with preliminary sketches/paintings along with finished works must be completed for each critique. Students may work in a broad range of media with mentorship from instructor. Emphasis will be placed on painting and drawing processes, conceptual thinking, expression, communication in verbal, written and visual formats, aesthetics, meaning, format, composition, and contemporary and historical practices. A designated notebook for this course is necessary to compile individual ideas for projects along with critique notes from the semester. It is important to be engaged in the CVAD community by attending visiting artist lectures, UNT gallery exhibitions along with DFW museums and galleries. This course requires substantial research, creation and refinement of your art and artistic practice.

Critiques are an essential mode of learning for all artists. Attendance is mandatory for both students and their work for critiques. Students must actively contribute to the critique conversation and be engaged in discussion without unnecessary prompting. Critiques allow time and a safe space to articulate, share and hear meaningful feedback from peers and instructors. Critiques allow new possibilities for idea development, creativity, problem solving, resulting in new production and growth.

All Fall BFA 2023 graduating seniors in December must submit a portfolio of five digital images along with artist statement to the **BFA Senior Portfolio Assignment** in Canvas due **Dec 7<sup>th</sup> by 5pm.**

Instructor has the right to modify syllabus to fit the needs of the students and course.

## **COURSE OUTCOMES & OBJECTIVES**

- a. Understanding of basic principles of design and color, concepts, media and formats, and the ability to apply them to a specific aesthetic intent. This includes functional knowledge of the traditions, conventions, and evolutions of the discipline as related to issues of representation, illusion, and meaning. The development of solutions to aesthetic and design problems should continue throughout the degree program.
- b. Ability to synthesize the use of drawing, two-dimensional design, and color. Understanding of the possibilities and limitations of the drawing and painting mediums. These abilities are developed by beginning with basic studies and continuing throughout the degree program toward the development of advanced capabilities.

- c. Knowledge and skills in the use of basic tools, techniques, and processes sufficient to work from concept to finished product, including knowledge of paints and surfaces. This includes mastery of the traditional technical and conceptual approaches to drawing and painting.
- d. Exploration of the expressive possibilities of various media, and the diverse conceptual modes available to the artist. This may deal with direct painting from nature or with alternative approaches to the making of traditional or innovative two- and, at times, three-dimensional images.
- e. Functional knowledge of the history of drawing and painting.
- f. Encouragement to develop a consistent, personal direction and style.
- g. Opportunities to create artwork with independent high level research and conceptual thinking,

Outcomes	Objectives
<b>Knowledge: What students should know</b>	
Understand the history, current issues, and direction of the artistic discipline	Professional knowledge of the traditions, conventions, and evolutions of the discipline as related to issues of representation, illusion, and meaning
Place works in the historical, cultural, and stylistic contexts of the artistic discipline	
Use the technology and equipment of the artistic discipline	Expert knowledge and skills in the use of basic tools, techniques, and processes sufficient to work from concept to finished product, including knowledge of paints and surfaces.
<b>Skills: What students should be able to do</b>	
Use the elements and principles of art to create artworks in the artistic discipline	Professional understanding of principles of design and color, concepts, media and formats, and the ability to apply them to a specific aesthetic intent.
Create artwork that demonstrates perceptual acuity, conceptual understanding, and technical skill	Develop expertise in the ability to synthesize the use of drawing, two-dimensional design, and color, continuing to develop a consistent, personal direction and style
Analyze and evaluate works of art in the artistic discipline	Develop professional skill in the analysis and evaluation of paintings.
<b>Synthesis: How students will combine knowledge and skill to demonstrate learning</b>	
Produce artworks demonstrating technical skill and disciplinary knowledge	Professional exploration of the expressive possibilities of various media, and the diverse conceptual modes available to the painter.  Demonstrated expertise in applying the vocabulary of art and design to the critique and analysis of own paintings and the works of others.
Use knowledge of art and disciplinary vocabulary to analyze artworks	
Participate in critiques of own work and work of others	

## ASSIGNMENT & ASSESSMENTS

NOTE: For all students seeking a major in the College of Visual Arts and Design, a grade of C or above must be earned in every art based course required in the College of Visual Arts and Design-completed in residence or transferred to UNT, to be considered for credit toward a CVAD degree. A grade of D or below will not satisfy any art-based course requirements, electives or prerequisites.

A minimum of 5 works (or equivalent) must be completed for this course. Preliminary sketches, collages, writing and notebook will also be assessed. Students must present work in critiques as well as participate. As an advanced student artist rigor is required. Please plan/ order your materials accordingly.

<b>Requirements</b>	
Critique 1	15%
Critique 2	20%
Critique 3	20%
Final Critique 4	25%
Attendance and Participation throughout semester	10%
Artist Statement	10%
Designated Research Sketchbook Notebook/and folder for this course (used to organize ideas and resources for artist practice and production, notes from lectures, sketches, collected images, critique notes, proposals, and revised artist statements)	The Notebook will be assessed as part of each critique grade. It is also a way to collect and share ideas with instructor and peers during the course
<b>Total</b>	<b>100%</b>

**COURSE SCHEDULE: Pawlowicz Advanced Painting MW 2-5 ASTU 4200:502**

Pawlowicz	Day A Monday	Day B Wednesday	Notes
Week 1	<b>August 21</b> Intro to Syllabus Introductions	<b>August 23</b> upload 5 of your best and recent work/ Research Studio Day	
Week 2	<b>August 28</b> Research/ Studio Day meet individually with students and share resources	<b>August 30</b> Research/ Studio Day Share preliminary composition on paper along with research on theme and 2 artists	
Week 3	<b>September 4</b> Labor Day/ no class	<b>September 6</b> Research/ Studio Day	
Week 4	<b>September 11</b> Research and Compositional Work on Paper Due	<b>September 13</b> Research Studio Day	
Week 5	<b>September 18</b> Group Critique 1A	<b>September 20</b> Group Critique 1B	
Week 6	<b>September 25</b> Studio Research How to write an artist statement	<b>September 27</b> Studio Research Day	
Week 7	<b>October 2</b> Studio Research Individual Meetings	<b>October 4</b> Studio Research Individual Meetings	
Week 8	<b>October 9th</b> (room 450) Group Critique 2A	<b>October 11</b> Group Critique 2B	Midterm
Week 9	<b>October 16</b> Begin Project for Critique 3 Studio Research	<b>October 18</b> Studio Research	
Week 10	<b>October 23</b> Studio Research	<b>October 25th</b> Paul Coffey, Visiting Artist Social Practice from Glassell School, 11-12 large lecture	CVAD Open House Event Grad Open Studios 11:30- 2:30 Saturday Oct 28
Week 11	<b>October 30</b> Studio Research individual meetings	<b>November 1</b> Studio Research individual meetings	
Week 12	<b>November 6</b> Critique 3A	<b>November 8</b> 8-11a.m. Glen Adamson/Nasher Visiting Scholar in Sculpture Critique 3B	<b>November 10:</b> Last day to Withdraw
Week 13	<b>November 13</b> Studio Research Day	<b>November 15</b> Artist Statements due	Complete Spot Evaluations

Week 14 Fall Break	<b>November 20</b> no class	<b>November 22</b> no class	Thanksgiving Building opens Sunday at noon
Week 15	<b>November 27</b> Studio Research Day Install BFA exhibition 4 <sup>th</sup> floor	<b>November 29</b> Studio Research Day	
Week 16	<b>December 4</b> Final Critiques	<b>December 6</b> Final Critiques	

**\*Instructor reserves the right to change the syllabus according to the needs of the students**

### **REQUIRED & OPTIONAL COURSE MATERIALS / TEXTBOOKS**

Students are responsible for purchasing their necessary art materials prior to their class. Students are expected to be in class and producing work during class. Attendance and Participation are built into every project and overall course grade.

Materials for this course are directed by the student. Material needs will vary from student to student. Therefore, there is no required supply list for this class. However, students are required to use materials of an appropriate level of quality. **Please do not paint over old paintings.** Please use stretchers that are 1.5 inch deep for final paintings. The quality of the materials must be appropriate for the type of creative project you are undertaking. Most ideas will need many iterations and refinement using inexpensive materials. Plan on writing, drawing and collecting images and notes in your research notebook. Then enlarge several drawings and painting sketches on primed cardboard and paper first. Instructor will guide and recommend appropriate materials.

### **REQUIRED READINGS**

Electronic readings will be made throughout the semester. These short readings will inspire new ways of looking at your art practice, aesthetics and promote interesting discussions at group critiques.

### **CLASS PARTICIPATION EXPECTATIONS**

I expect you to have materials and work in each class. Time management is crucial in advanced courses. Additional work is expected outside of class time to thoroughly complete projects. Classrooms are available in the evenings, on Fridays until 5pm and open both Saturday and Sunday. Students may be able to use a painting studio during another class time but only with the instructor's permission.

I expect all students to attend instructor presentations, participate in class discussions and be an active member in group critiques. Participation in critiques is included in each grade sheet. Missing two group critiques will result in failure for the course. Missing the final critique will result in a course letter grade deduction. Your project grade will be deducted a letter grade if you are not present for all classmates' critiques. Tardiness or early departure from group critiques will not be tolerated and project letter grade will be deducted. You are expected to assist in maintaining a clean and healthy classroom environment that is conducive to learning. Inappropriate behavior will result in a referral to the dean of students. We will continue to reinforce the rules in the studio each week. Students who do not respect the facilities will be referred to the Dean of Students.

## **ATTENDANCE POLICY**

Regular and punctual attendance is mandatory.

- Three absences will be tolerated.
- More than three absences will require a note from a doctor or a note from the art office excusing the absence for a reason covered under UNT policy 06.039 (Student Attendance and Authorized Absences) to be counted as excused.
- The fourth absence will result in a final letter grade deduction. A fifth absence will result in two final letter grade deductions. 6 absences will result in a non-passing grade for this course.
- Missing two critiques will cause failure in this course. Please communicate with instructor so arrangements can be made (preferably ahead of time). Missing critiques is equivalent to missing exams in academic courses.
- 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 in person at the end of the class period to replace an absence with a tardy. Three tardies will constitute an absence except on days when group critiques are scheduled. Tardies and early departures on critique days will constitute a letter grade deduction.
- A tardy is arrival more than 10 minutes after the beginning of class.
- Assignments that are turned in late will receive one letter grade lower per day for each day they are late.
- 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).
- Missed participation in group critiques cannot be reconstructed. Grades will reflect the student's failure to participate in the critique discussions.

## **LATE WORK / MAKE-UP POLICY**

Late work will receive a zero, unless the student provides proof of an acceptable mitigating circumstance: serious illness, death of a family member, or other circumstance if approved by the instructor. The late work can be submitted within one week but a zero will be averaged with the new grade.

On time artwork can be further refined and resubmitted but within a time frame of exactly 2 weeks from original deadline. The original grade will be averaged with new grade.

Missing critiques is unacceptable and will result in a project letter grade deduction. Missing your final critique and/or the final critiques of your classmates will result in both project grade and course letter grade deduction.

## **GRADING**

A = Excellent (100-90%)

B = Above Average (89-80%)

C = Average (79-70%)

D = Inferior (69-60%) [passing but not necessarily satisfying degree requirements]

F = Failure (59% or below)

A (excellent work): Requirements for the course have been more than fulfilled, and work has been developed beyond previous levels on both an aesthetic and a conceptual basis. Completed artwork shows excellent intellectual skills and ideas, technical skill and craft, and control of the medium. Critical and conceptual understanding is evident through visual and verbal class participation.

B (Above Average): The artwork, its presentation, and the student's class participation, all show competence in skill development, craft, and control of the medium. Critique verbal participation is evident through the visual and verbal.

C (average work): Requirements for the course have been fulfilled and satisfactory quality of work in class assignments and in class participation. The student has been present on critique days and for individual appointments (mid-term and final).

D (poor work): Below average attempts in class work, attendance, and participation

F (failure): Lack of attempt in class and class participation

Unfinished work will not be graded and receive a zero. You can resubmit a project within 2 weeks of the original deadline. The original grade will be averaged with the new grade. Remember that you must resubmit the work to me both in person and through canvas with a digital image within 2 weeks of original due date.

## **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 ACCOMODATION**

The University of North Texas makes reasonable academic accommodation 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>. You may also contact ODA by phone at (940) 565-4323. To begin the registering process you may also go to this link <https://studentaffairs.unt.edu/office-disability-access>.

## **EMERGENCY NOTIFICATION & PROCEDURES**



UNT Emergency Guide: <http://guidebook.com/app/emergency/guide/unteitmerge>

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.

Please call 911 in the event of an emergency. Please enter UNT Police 940-535-3000 in your cell phone directory.

### **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 classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at <https://deanofstudents.unt.edu/conduct>

I value the many perspectives students bring to our campus. Please work with me to create a classroom culture of open communication, mutual respect, and inclusion. All discussions should be respectful and civil. Although disagreements and debates are encouraged, personal attacks are unacceptable. Together, we can ensure a safe and welcoming classroom for all.

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation so we will work as a class to collaborate in ways that encourage inclusivity.

### **STUDENT EVALUATION ADMINISTRATION DATES**

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](mailto: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).

### **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

## SEXUAL DISCRIMINATION, HARRASSMENT & ASSAULT

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) has experienced or experiences 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 she can be reached through e-mail at [SurvivorAdvocate@unt.edu](mailto:SurvivorAdvocate@unt.edu) or by calling the Dean of Students' office at 940-565-2648. You are not alone. We are here to help.

## HEALTH & 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>.

**\*Please Wear Closed-toed shoes during this course. Easel ledges are heavy metal and occasionally can accidentally fall if the screw is not tight. We do not want any broken toes!\***

## Health & Safety Area Specific Information: Painting

### 1. Hazards of Media (inherent)

Educate yourself about the painting materials you are using by visiting the links below.

The hazards of traditional painting materials arise from exposure to pigments, solvents, and additives, and are dependent on the toxicity of those elements. Exposure can cause a variety of health issues (for both you and those around you) ranging from minor skin irritation to death. The primary forms of exposure to these toxic materials are inhalation, contact, and accidental ingestion. See the "Best Practices" section for way to avoid/lessen exposure.

	PIGMENTS	SOLVENTS	FORMALDEHYDE	ADDITIONAL NOTES
Acrylics				May contain ammonia and formaldehyde, causing eye/nose/throat irritation.
Oils				Oil mixed with pigment. Avoid skin contact and ingestion.

Alkyd				Used to make oils dry quicker. Avoid solvent inhalation and skin contact with pigments.
Tempera				Avoid inhalation of powdered pigments.
Latex				May contain glycols and mercury.
Watercolor/ Gouache				Gum Arabic can cause skin allergies and asthma. May contain formaldehyde.

### Solvents (e.g. Turpentine, Mineral Spirits, **Odorless Mineral Spirits**, Gamsol, Turpenoid)

Solvents range from moderately to severely toxic. The primary forms of exposure are inhalation, absorption through the skin, and accidental ingestion. The use of solvents () poses a serious hazard. All solvents may cause skin allergies, narcosis (dizziness, nausea, fatigue, loss of coordination, coma), respiratory irritation, kidney damage, respiratory allergies, and brain damage. Ingestion can be fatal. Gamsol or turpenoid, which have had the aromatic hydrocarbons removed, are less hazardous. Solvents are also highly flammable. Even without a spark or fire, solvent/oil-soaked rags can spontaneously combust. Follow the CVAD Waste Management Chart when disposing of these materials.

### Pigments

Many pigments are toxic and are known carcinogens, including those based on **lead**, **cadmium**, **mercury**, **chromates**, **manganese**, and **cobalt**. The main risk is from accidental ingestion of the pigments due to eating while working, nail-biting, pointing your brush with your lips, and similar means of hand-to-mouth contact. Working with dry pigments or sanding dry paint layers can allow the pigments to be inhaled.

## 2. Best Practices

- Wear gloves, 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.
- Turpentine and mineral spirits are *prohibited* in the studio. Gamsol is provided by the area.
- Keep your solvent container covered while painting.
- Solvent washes are strongly discouraged.
- Reuse Gamsol by allowing sediment to settle in jar.
- Brush washing primarily takes place at your station with a jar, brush caddy, Gamsol, and paper towel. This assures as little paint as possible will go down the sink.
- **DO NOT THROW PAINT OR SOLVENTS OR DIRTY WATER FROM ACRYLIC PAINT IN SINK!!! PUT WET AND DRY PAINT IN RED CONTAINER** and all liquids in large labeled container. Make sure lids are all closed.
- Store all flammables in the flammable cabinet. Keep flammable cabinet closed at all times.

## 3. Links

<http://www.utrechtart.com/MSDS-Sheets-g26t0.utrecht>

<http://www.ci.tucson.az.us/arthazards/paint3.html>

<http://web.princeton.edu/sites/ehs/artsafety/sec10.htm>

<http://www.chicagoartistsresource.org/node/9279>

<http://www.library.wvu.edu/ref/subguides/art/arthazards.html>

#### **4. Area Rules**

All users of the studio classrooms are expected to 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 (forms may be found in the CVAD H&S Handbook and in the main office) within 48 hours of the event.
- Follow all CVAD Health and Safety handbook guidelines (the handbook should be reviewed by your instructor 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 fellow 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 your easel, tabouret, and floor.
  - -Wipe down sinks at the end of class.
- Respect other's work. Do not use or move other students' work/materials.
- No food, drink, or alcohol allowed in the studio
- Practice best practices for material handling. If you have questions about a material, 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 goes in the sharps container at SAA station.
- Do not remove/borrow furniture from rooms without permission from faculty or D&P coordinator.
- Do not prop classroom doors. Doors must remain closed for the building hvac and ventilation work properly.
- Do not create "daisy chains" with multiple electric cords.
- Absolutely 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 found 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 in an end of the semester clean up.
- Theft will not be tolerated.
- Follow the **CVAD CONTAINER POLICY** (see below)

There are 3 types of labels used in CVAD.

**All containers must have a label identifying the contents at all times.**

UNIVERSAL LABELS (while chemical is in use):

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) must be marked with content, your name and the date opened. All unmarked containers will be disposed of with no notice. Labels can be found in the studios. All containers must be marked with your name, contents and date opened.

UNIVERSAL WASTE LABELS (when material is designated as waste):

All containers solely containing a universal waste must have a universal waste label identifying the contents as "Universal Waste - (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 have a label identifying the contents as hazardous.

Labels should include all constituents in the waste mixture as well as an approximate percentage of the total for that item. All constituents should equal 100%.

## **Adobe Cloud Subscription Available to Students**

Student Subscription Information

One-Time Cost: \$55.55 with your UNT-student discount

Access: Aug. 15, 2023, or from the date of purchase through Aug. 31, 2024

Details: <https://news.cvad.unt.edu/adobe-news>

Purchase: <https://unt.edu/adobe>

Please sign on canvas through quiz portal

## PERMISSION TO USE STUDENT ARTWORK

**We would like to use your work to spread the news about the amazing art made at CVAD! Please help us put your talent on display by allowing us to photograph and exhibit your art on CVAD's social media, websites and paper advertising. Thank you!**

*I hereby grant permission to UNT and CVAD to use, copy, reproduce, publish, distribute or display any and all works created in my classes while at UNT. Additionally, I consent to the use of my name to coincide with images of my artwork.*

**1. Scope of Permission.** This permission extends to the use of the described work and images of such work: (1) for academic purposes in order to demonstrate examples of student work to current and future UNT students; (2) for public display in the galleries or on the campus of the UNT or on the UNT website; (3) for promotional materials created by UNT in all forms of media now known or later developed, including but not limited to exhibition catalogues, direct mail, websites, advertising, social media, and classroom presentations. My permission is on-going, but can be revoked by giving the professor of record for this course written notice of my wish to revoke permission and use of any images of my artwork. UNT will have three months from the date of my notice to stop all use agreed with this permission.

**2. Certificate of Ownership.** I am the owner of all work submitted and the work is not subject to any restriction that would prevent its use consistent with this permission. All aspects of the work are original to me and have not been copied. I understand that as owner of the work I have the right to control all reproduction, copying and use of the work in accordance with U.S. copyright laws.

**3. Privacy Release.** I hereby authorize and consent to the release, maintenance and display of my name if necessary and any other personally identifiable information that I have provided in connection with the work and its use described in this Agreement.

**4. Signature.** By signing below I hereby grant the permissions indicated above. I understand that this grant of permission relates only to the use of the described work. This is not an exclusive right and I may sell, give or otherwise transfer the rights to such work to others on a non-exclusive or exclusive basis. However, in the event that I do sell, give or otherwise transfer ownership or the exclusive right to use my work to another party, I will notify UNT immediately in writing through the professor of record for this course. UNT will have three months from the date of my notice to stop all use in accordance with this permission.

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Course: \_\_\_\_\_

**STUDENT ACKNOWLEDGEMENT\***

Please sign on canvas through quiz portal

I \_\_\_\_\_ (print your full name)  
acknowledge that I have read the course syllabus. I understand the course structure, grading  
and attendance policies. I hereby agree to the syllabus and its provisions.

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Course number and section

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Student phone #, e-mail address (print)

Signature

Date

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Faculty Name

Signature

Date

Elaine Pawlowicz