

ASTU 3202.502

INTERMEDIATE DRAWING AND PAINTING: FIGURE DRAWING I

Instructor: Jeremy Bunda (he/him/his)

Class Meetings: MW 5:00-7:50pm

Room Location: ART 456

Office Hours: Fri 3pm at ART 456/By Appointment

Email: jeremy.bunda@unt.edu

Course Description:

3 Credit Hours. Visual observation of the figure and interpretation through various graphic techniques. Prerequisite: ART 1600 and 1700 or 1800 with a C or better.

Course Content:

This drawing class is designed to develop your observational abilities and rendering skills, and to provide a concentrated investigation into gesture, proportion, light, space, form, composition, and anatomy. The emphasis will be on realism (i.e. drawing what you see) using traditional academic drawing techniques. Students will learn methods of describing what they observe through an exploration of the basic visual elements of line, shape, and value. We will be using primarily charcoal and graphite.

Course Objectives:

- Develop acute observational skills and hand-eye coordination, using the figure as our primary subject.
- Acquire foundational knowledge and skills in the use of basic tools, techniques, and processes sufficient to work from concept to finished product, including knowledge of drawing media and surfaces.
- Develop skill in the analysis and evaluation of drawing.
- Apply the vocabulary of art and design to the critique and analysis of your drawings and the works of others.
- Become aware of basic elements of human anatomy and anatomical landmarks.

Course Content:

- Learn to translate the illusion of 3D forms onto a flat 2D surface.
- Observe and represent accurate shapes, proportions, and gestures.
- Develop a sensitivity to value relationships (both general and subtle, large and small) by investigating how light interacts with 3D forms and spaces.

- Hone your awareness of anatomical landmarks, and how they help to understand proportions of the body.
- Develop an understanding of, and sensitivity to, the various media used throughout the course.

Course Structure:

- Online: Course information, including announcements, syllabus, assignments, lecture presentations, and other resources, can be found on Canvas. You must turn on email notifications for announcements to receive important information about the class throughout the semester.
- Lab: This class requires a 2-hour 50-minute in-person lab meeting twice a week. You will learn about the fundamentals of figure drawing through lectures and demos by the instructor and will apply these principles through guided and independent studio exercises. You will also receive feedback about your work during one-on-one meetings with the instructor and in-progress/formal critiques with your peers.

Course Expectations:

- Communication: You will promptly notify the instructor of any questions, concerns, requests, updates, or any other necessary inquiries through email. Responses will be provided at a reasonable timeframe, usually within 24 hours, on weekdays.
- Etiquette: You are expected to come to class on time, be prepared with your materials, and treat everyone with courtesy and respect. Follow all guidelines posted in the studio regarding material handling and safety measures. Do not bring food and drinks inside the studio. Do not use, take, or move other students' materials without permission. Make sure to clean up after yourself at the end of each class and respect the shared space of the classroom.
- Engagement: Your full attention and active involvement during class are expected. Phone/laptop usage is strongly prohibited; after excessive warnings, the instructor reserves the right to lower your grade for disruptive behavior. Wearing headphones/earphones is also not permitted outside of independent studio time. Working on assignments from other classes is also prohibited. Leaving early during class with no prior notice to the instructor will result in an absence for the day. Engaging in any other behavior or conduct deemed as disruptive, impeding, hostile, or interfering with your classmates' ability to learn will not be tolerated.

- Class Breaks: The instructor will provide several breaks throughout each class. During this time, feel free to check your devices, get water, eat snacks outside the room, and so on.
- Critique: You are expected to bring a selection of finished work on critique days. When talking about your work or others', try to use vocabulary terms that you have learned in the course to demonstrate your grasp and mastery of the course concepts. Take notes of any input that you receive and offer thoughtful, constructive feedback to others.
- Figure Models: This class will use nude live models to aid us in our drawing exercises. Please treat all models with respect. We will be working with models from various walks of life. Please do not take photographs of the models or make any inappropriate advances. Do not ask for their information and always make sure to respect their personal space. Any form of behavior that is deemed inappropriate will be subject to a report to the Dean of Students.
- Time Management: You are expected to devote around 10-12 hours per week for this class, including lab time. Outside of class, you are expected to work on assignments, practice skills you have learned in exercises, and continually build on your sketchbook by conducting visual research, material exploration, and more.
- Cleanup: You must participate in the studio cleanup at the end of the semester.

Grading:

A (90%-100%)	Excellent	Exceptional grasp, awareness, and application of course concepts with superior craftsmanship and improvement
B (80%-89%)	Above Average	Competent grasp, awareness, and application of course concepts with strong craftsmanship and improvement
C (70%-79%)	Average	Moderate grasp, awareness, and application of course concepts with adequate craftsmanship and improvement
D (60%-69%)	Below Average	Minimal grasp, awareness, and application of course concepts with little to no craftsmanship and improvement
F (0%-59%)	Failure	No grasp, awareness, or application of course concepts

Your grade in the course will be weighted as follows:

- Drawings = 60%
 - Gestures (5%)
 - Anatomical Studies (10%)

- Figures with Value (10%)
- Self-Portrait (10%)
- Two-Session Pose in Space (10%)
- Four-Session Multi-Figure Composition (15%)
- Sketchbook = 10%
 - Mid-Semester Sketchbook (5%)
 - Final Sketchbook (5%)
- Critique = 20%
 - Mid-Semester Critique (10%)
 - Final Critique (10%)
- Studio Participation = 10%
 - Mid-Semester Participation (5%)
 - Final Participation (5%)

Drawings

You will submit your work electronically on Canvas, which will also have the details, rubrics, and file formatting guidelines for each assignment. Late work will incur a 10% penalty for each day after the deadline. Extension requests must be communicated in advance to the instructor through email with proper documentation attached as needed. You are expected to photograph your artwork effectively, using proper lighting and documentation techniques. CVAD Photo Documentation Services is also a resource that provides professional artwork documentation services to CVAD students by appointment at no cost (<https://cvad.unt.edu/cvad-it-services/it-services-photo-documentation.html>).

Sketchbook

You will keep a record of your visual research, practice, and observations in your sketchbook which you are expected to bring each class. As a compendium and journal, it serves as your space to freely explore, test materials, and make sketches/composition studies without the pressures of a finished assignment. It is a place to document ideas, write down notes, and digest or process any assigned course material. You will submit your cumulative sketchbook entries electronically on Canvas both at the midpoint and end of the semester. It is recommended that you use a scanner to document the pages of your sketchbook. Scanners can be found in the CVAD Student Computer Lab or Willis Library.

Critique

During critiques, you are expected to present a selection of your work up to that point in the class that best demonstrates your grasp of various techniques taught in the course. These

will include work from assignment submissions, which can be reworked based on instructor feedback. You will be graded on your ability to present a collection of your own work and engage in critical dialogue about the development and progression of applied concepts across different approaches, both within your work and those of your peers. **Critiques are mandatory and cannot be made up**, so plan for these days accordingly.

Participation

Your participation grades will entail your adherence to all studio etiquette, guidelines, and expectations; your level of engagement during lectures, demonstrations, exercises, studies, and one-on-one conversations with the instructor; your involvement and effort in sketchbook check-ins; and your participation in the end-of-semester studio cleanup.

Course Schedule:

The following schedule is subject to change. The instructor reserves the right to adjust the schedule as needed. All homework on Canvas is due at 11:59pm unless otherwise stated. More specific details about assigned sketchbook practice entries can be found on Canvas.

Wk	Date	Topics	What to Bring	To-Do (After Class)
COURSE BASICS				
1	Mon Jan 12	Introductions, syllabus, materials, studio guidelines, facilities tour, flat file storage labels	Sketchbook, pencil, eraser	
	Wed Jan 14	Critique group signups Basics of markmaking, observational drawing practices, foundational terms and concepts Preview/introduction to gesture		
	Sun Jan 18			<ul style="list-style-type: none">• Due on CANVAS: [Required] Syllabus Acknowledgment and Photo Usage Permission Form• Acquire course materials
UNIT I: GESTURE				
2	Mon Jan 19	MLK Jr. Day – no classes		
	Wed Jan 21	Demo on gesture drawing and how to utilize various tools/materials Gesture exercises with the live model (30 sec, 1 min, 2 min)	Newspaper, drawing board, vine/willow	Practice 30 sec/ 1 min/2 min gestures on sketchbook

3	Mon Jan 26	Measurement and sighting techniques, contrapposto, introduction to proportions Gesture exercises with the live model (2 min, 5 min, 10 min)	sticks, kneaded eraser, blending stumps, chamois cloth, sketchbook, pencil, eraser	Practice 2 min/ 5 min/10 min gestures on sketchbook
	Wed Jan 28	Dynamic poses, with gradual incorporation of form/contrast/detail Gesture exercises with the live model (5 min, 10 min)		Practice 5 min/ 10 min gestures on sketchbook
	Sun Feb 1			Due on CANVAS: Drawing I: Gestures

UNIT II: STRUCTURE & FORM

4	Mon Feb 2	Overview of: planar analysis, value, contour, perspective, foreshortening Lay-in practices with the live model	Newsprint, Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow sticks, kneaded eraser, blending stumps, chamois cloth, sketchbook, fixative spray, graphite pencils, eraser	Practice planar breakdown and full value range of an egg on sketchbook
	Wed Feb 4	Lecture on the anatomy of the torso and the pelvis Guided practice exercises on torso & pelvis structure/lay-ins		Begin anatomical study of the torso and the pelvis on drawing pad
5	Mon Feb 9	Lecture on the anatomy of the arms and the legs Guided practice exercises on arms & legs structure/lay-ins		Begin anatomical study of the arms and the legs on drawing pad
	Wed Feb 11	Lecture on the anatomy of the hands and the feet Guided practice exercises on hands & feet structure/lay-ins		Begin anatomical study of the hands and the feet on drawing pad
6	Mon Feb 16	Demo on figure placement/scaling Integrated practice with the live model (20 min/40 min sets)		Continue working on all anatomical studies
	Wed Feb 18	Capturing lean/tilt/twist movements, weight shifts, points of tension Integrated practice with the live model (20 min/40 min sets)		Finish working on all anatomical studies
	Sun Feb 22			Due on CANVAS: Drawing II: Anatomical Studies

7	Mon Feb 23	Figure with value exercises with the live model (40 min sets)	Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, sketchbook, pencil, eraser	Practice full-figure study w/ value on sketchbook (2x)
	Wed Feb 25	Figure with value exercises with the live model (40 min sets)	Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, sketchbook, pencil, eraser	Refine any of the in-class drawings from this week as needed
	Sun Mar 1			Due on CANVAS: <u>Drawing III: Figures with Value</u>
UNIT III: PORTRAITURE				
8	Mon Mar 2	Introduction to Loomis method Lecture on anatomy of the eyes, the nose, and the lips Guided practice exercises on eyes/nose/lips lay-ins, details	Strathmore drawing pad, drawing board, graphite pencils, eraser, blending stumps, chamois cloth, sketchbook	<ul style="list-style-type: none"> • Review details of portraiture packet on Canvas • Practice eyes/nose/lips on sketchbook
	Wed Mar 4	Lecture on anatomy of the ears and representations of the hair Guided practice exercises on ears/hair lay-ins, details Begin self-portrait	Strathmore drawing pad, drawing board, graphite pencils, eraser, blending stumps, chamois cloth, sketchbook	<ul style="list-style-type: none"> • Practice ears/hair on sketchbook • Continue working on self-portrait
	Sun Mar 8			Due on CANVAS: <ul style="list-style-type: none"> • <u>Mid-Semester Sketchbook</u> • [Optional] <u>Mid-Semester Feedback Survey</u>

9	Mon Mar 9	Spring Break – no classes		
	Wed Mar 11	Spring Break – no classes		
10	Mon Mar 16	Midterm Crit: Group A at ART 464	Drawings I, II, and III	Continue working on self-portrait
	Wed Mar 18	Midterm Crit: Group B at ART 464		Continue working on self-portrait
11	Mon Mar 23	Self-portrait check-ins Integrated practice with the live model (1-hr study)	Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, sketchbook, graphite pencils, eraser	Continue working on self-portrait
	Wed Mar 25	Self-portrait check-ins Integrated practice with the live model (1-hr study)		Finish self-portrait
	Sun Mar 29			Due on CANVAS: <u>Drawing IV: Self-Portrait</u>
UNIT IV: SYNTHESIS				
12	Mon Mar 30	Introduction to figure-space relationality, props and setting (fabric/drapery), and composition Integrated practice with two live models in space (1-hr study)	Strathmore drawing pad, drawing board, charcoal	Practice fabric/drapery on sketchbook

	Wed Apr 1	Integrated practice with two live models in space (two 1-hr studies)	pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, conte crayons, fixative spray, sketchbook, pencil, eraser	Practice full-figure studies on sketchbook (3x)
13	Mon Apr 6	Two-session drawing of a sustained pose by one live model in space	pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, conte crayons, fixative spray, sketchbook, pencil, eraser	Practice fabric/drapery on sketchbook
	Wed Apr 8	Two-session drawing of a sustained pose by one live model in space	pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, conte crayons, fixative spray, sketchbook, pencil, eraser	Refine in-class drawing from this week as needed
	Sun Apr 12			Due on CANVAS: <u>Drawing V: Two-Session Pose in Space</u>
14	Mon Apr 13	Four-session drawing of an elaborate scene/composition with two live models	Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, conte crayons, fixative spray, sketchbook,	Practice full-figure studies on sketchbook (1x)
	Wed Apr 15	Four-session drawing of an elaborate scene/composition with two live models	Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, conte crayons, fixative spray, sketchbook,	Practice full-figure studies on sketchbook (3x)
15	Mon Apr 20	Four-session drawing of an elaborate scene/composition with two live models	Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, conte crayons, fixative spray, sketchbook,	Practice full-figure studies on sketchbook (1x)
	Wed Apr 22	Four-session drawing of an elaborate scene/composition with two live models	Strathmore drawing pad, drawing board, charcoal pencils, compressed charcoal, vine/willow charcoal sticks, kneaded eraser, blending stumps, chamois cloth, conte crayons, fixative spray, sketchbook,	Refine/complete final drawing as needed

			pencil, eraser	
	Sun Apr 26			Due on CANVAS: <u>Drawing VI: Four-Session Multi-Figure Composition</u>
16	Mon Apr 27	Final Critique: Group B at ART 450	Drawings IV, V, and VI	
	Wed Apr 29	Final Critique: Group A at ART 450 REQUIRED: Studio Cleanup		
	Sun May 3			Due on CANVAS: Final Sketchbook
17	Fri May 8	4 th floor cleanup at noon – remove all personal belongings in the classroom by this date		

Attendance Policy:

Attendance is mandatory and is a critical part of this course. You are expected to be punctual and bring your materials and sketchbook to class each day. The instructor will take roll call at the start of class; ten minutes is considered late. **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). **Accruing more than three absences will lower your final grade by one letter grade per additional absence.** Most lectures, demonstrations, and exercises will occur at the beginning of class periods and will not be repeated for those who come in late. Three unexcused tardies will constitute an absence. Leaving early without prior notice can also count as an absence. Missed critiques cannot be made up. If you cannot attend a class due to an emergency, please let the instructor know at your earliest convenience.

Course Materials:

- Drawing board (18" x 24" or larger) with clip
- 18" x 24" Strathmore 400 series drawing pad, 24 sheets
- 18" x 24" newsprint pad, 100 sheets
- Small sketchbook
- Graphite pencils (HB, 2B, 4B, 6B, 8B)
- White rubber eraser
- Vine and willow charcoal sticks

- Compressed charcoal sticks (white, black)
- Charcoal pencils (2B, 4B, 6B)
- Conte' crayons (white, black, red)
- Kneaded eraser
- Blending stump
- Masking tape, 1 in
- Sharpie marker
- Chamois cloth
- Spray fixative
- Sanding pads, or sandpaper (180 grit)
- Tool/Tackle box, or *ArtBin* to organize your materials (recommended)
- White Rives BFK (as needed)
- Black toned paper (as needed)
- Oil pastels (optional)
- Artist apron (optional)

There are no required books for this class, but the following is a list of suggested resources:

- For Drawing:
 - “The Figurative Artist’s Handbook”, Robert Zeller
 - “The Artist’s Complete Guide to Figure Drawing”, Anthony Ryder
 - “Lessons in Classical Drawing: Essential Techniques from Inside the Atelier”, Juliette Aristides
 - “Guide to Drawing”, Daniel Mendelowitz
- For Anatomy:
 - “Human Anatomy for Artists: The Elements of Form”, Eliot Goldfinger
 - “Artistic Anatomy”, Dr. Paul Richer and Robert Beverly Hale
- Excerpts from readings, talks, and videos may be added by the instructor to Canvas throughout the semester as needed.

This course has digital components. To fully participate in this class, students will need internet access to reference content on the Canvas Learning Management System and other required equipment or software such as a camera (phones can suffice) to take photographs of their work. If circumstances change, you will be informed of other technical needs to access course content. Information on how to be successful in a digital learning environment can be found at Learn Anywhere (<https://online.unt.edu/learn>).

Syllabus Policy:

This syllabus is subject to change with notice.

Statement on Extra Credit:

During the semester, extra credit opportunities may arise and will be available on Canvas. The instructor reserves the right to determine these opportunities at their discretion.

Course Content Statement:

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

Statement on GenAI

In this course, I want you to develop your own technical skills. For this reason, the use of Generative AI (GenAI) tools like Claude, ChatGPT, Gemini, certain Photoshop functions, and more to generate or alter any part of your electronic submissions is not permitted. Any such usage will result in an assignment grade of 0 and will be considered a violation of academic integrity, as it prevents the development of your own skills, and will be addressed according to the [Student Academic Integrity policy](#).

Academic Integrity:

According to UNT Policy 06.003, 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.

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 deanofstudents.unt.edu/conduct.

Office of Disability Access (ODA):

The University of North Texas makes reasonable accommodations for students with disabilities. To request accommodations, you must first register with the Office of Disability Access (ODA) by completing an application for services and providing documentation to verify your eligibility each semester. Once your eligibility is confirmed, you may request your letter of accommodation. ODA will then email your faculty a letter of reasonable accommodation, initiating a private discussion about your specific needs in the course.

You can request accommodations at any time, but it's important to provide ODA notice to your faculty as early as possible in the semester to avoid delays in implementation. Keep in mind that you must obtain a new letter of accommodation for each semester and meet with each faculty member before accommodations can be implemented in each class. You are strongly encouraged to meet with faculty regarding your accommodations during office hours or by appointment. Faculty have the authority to ask you to discuss your letter during their designated office hours to protect your privacy. For more information and to access resources that can support your needs, refer to the Office of Disability Access website (<https://studentaffairs.unt.edu/office-disability-access>).

Student Evaluation Administration Dates:

Student feedback is an essential part of participation in this course. The student evaluation of instruction is required for all organized classes at UNT. The survey will be made available during the last weeks 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" (noreply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Click on the link and complete the survey. Once students complete the survey, they will receive a confirmation email that it has been submitted. For additional information, email spot@unt.edu.

Sexual Discrimination, Harassment, and Assault:

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit 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. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with

housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Health & Safety:

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>.

Emergency Notifications and Procedures:

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 UNT Learning Management System (LMS) for contingency plans for covering course materials.

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.

HEALTH & SAFETY AREA SPECIFIC INFORMATION: DRAWING

1. Hazards of Media (inherent)

Educate yourself about the drawing materials you are using by reviewing the SDS for all materials you use.

Drawing materials are pigments suspended in “vehicles” such as wax (crayons), inert materials (pastels, conte crayons, chalks), clay (pencils), and liquids (solvent/water-based inks and marking pens). The hazards of traditional drawing materials arise from exposure to pigments, vehicles, and solvents, 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 skin irritation to lung cancer. The primary forms of exposure to these toxic materials are inhalation, contact, and accidental ingestion. See the “Best Practices” section for ways to avoid/lessen exposure.

	PIGMENTS	SOLVENTS	PROPELLANTS	ADDITIONAL NOTES
Fixative				High exposure through inhalation of solvent and plastic particulates.
Spray Adhesive (not allowed in CVAD spray booths)				High exposure through inhalation of solvent and other toxic chemicals. Possible skin irritation.
Spray Paint				Very dangerous in all respects.
Pencils				No real hazards.
Charcoal/Chalk				Nuisance dust, but can cause chronic lung problems if large amounts are inhaled.
Pastel				Very dangerous because of the toxicity of pigments, and greater chance of inhalation.
Crayon/Oil Pastel				No real hazards, except if accidentally ingested.
Liquid Materials (solvent-based)				Solvent-based drawing inks and permanent felt tip markers often contain Xylene or Alcohol.

2. Best Practices

Working safely means becoming more knowledgeable about the hazards of the media that you work with, making changes in how you select and handle your art materials, and creating a healthier environment to work in. Many of these hazards can be prevented by following these guidelines:

- In case of emergency, call campus police at (940) 565-3000 or call 911
- Wear gloves, wash hands regularly, and avoid any over exposure to materials.
- Try to brush items rather than spraying if possible.
- Never use aerosol media in the classroom. Use the spray booths provided.
- Never try to spray paint by blowing air from your mouth through a tube.
- Use the least dusty types of pastels, chalks, and charcoal
- Don't blow off excess pastel or charcoal dust with your mouth. Instead tap off the build up dust so it falls to the easel tray, trash bin, or floor.
- Wet-wipe or vacuum all surfaces clean of dusts. Do not sweep.
- Use water-based media rather than solvent-based media when possible.
- Alcohol-based markers are less toxic than aromatic solvent-based markers
- All solvent-based drawing inks and permanent markers should be used with good dilution ventilation.

3. Area Health & Safety Rules

All users of the studio classrooms are expected to follow studio area rules. If you have any questions, ask your instructor.

- 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
- 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
- Do not prop classroom doors. Doors are to remain closed to ensure the building HVAC and ventilation work properly
- Respect the workspace and your fellow classmates.
- Leave the space cleaner than you found it
 - Clean up and organize your surroundings
 - Throw away trash- whether it is yours or not
 - Wipe down your easels, drawing horse and floor area using a wet towel

- Wipe down sinks at the end of class
- Respect other's work. Do not use or move other students' work/materials
- No food or drink allowed in the studio
- Practice best practices for material handling. If you have questions, ask your instructor
- Do not create "daisy chains" with multiple electric cords.
- No hazardous materials down the sink
- Store all flammables in the flammable cabinet. Always keep the flammable cabinet door closed.
- First aid kits are found in each studio. Notify your instructor or area technician.
- All courses must engage in the end of semester clean up.
- Only use your class's designated flat files for storage
- 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 always identifying the contents.

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%.

Student Resources & Support Services:

UNT provides mental health resources to help students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- Student Health and Wellness Center: <https://studentaffairs.unt.edu/student-health-and-wellness-center>
- Counseling and Testing Services: <https://studentaffairs.unt.edu/counseling-and-testing-services>
- Counseling and Human Development Center: <https://coe.unt.edu/clinics-centers-and-projects/counseling-and-human-development.html>
- UNT Care Team: <https://studentaffairs.unt.edu/care>
- UNT Psychiatry: <https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry>

Other student support services offered by UNT include:

- Registrar: <https://registrar.unt.edu/registration>
- Financial Aid & Scholarships: <https://financialaid.unt.edu/>
- Student Legal Services: <https://studentaffairs.unt.edu/student-legal-services>
- Career Center: <https://studentaffairs.unt.edu/career-center>
- Counseling and Testing Services: <https://studentaffairs.unt.edu/counseling-and-testing-services>
- UNT Food Pantry: <https://deanofstudents.unt.edu/resources/food-pantry>
- Academic Resource Center: <https://clear.unt.edu/canvas/student-resources>
- Academic Success Center: <https://success.unt.edu/asc>
- UNT Libraries: <https://library.unt.edu/>

CVAD-specific student resources include:

- CVAD Advising: <https://cvad.unt.edu/advising>
- CVAD Locker Rental: <https://news.cvad.unt.edu/foundations/locker-rentals>
- CVAD IT Resources: <https://cvad.unt.edu/cvadit>
- CVAD Student Computer Lab: <https://cvad.unt.edu/cvad-it-services/cvad-student-computer-lab.html>
- CVAD Equipment Checkout (cameras, etc.): https://checkout.unt.edu/patron#/!
- CVAD Photo Documentation: <https://itservices.cvad.unt.edu/labs/photo-doc>
- CVAD Fabrication Labs: <https://cvad.unt.edu/cvad-it-services/digital-fabrication-lab.html>

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. There are forms on Canvas that you can sign or print digitally. 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: _____

Name of Course: Figure Drawing I (Spring 2026) Date: _____

SYLLABUS ACKNOWLEDGMENT

University of North Texas, College of Visual Arts and Design

Figure Drawing I – Spring 2026

Instructor: Jeremy Bunda

I, _____ (print full name), acknowledge that I have read the course syllabus. I understand the course structure, grading and attendance policies as well as the risk factor rating. I hereby agree to the syllabus and its provisions.

Course Number and Section

Email Address

Signature

Date