

**Instructor: Professor Jennifer Way**

**Course location: Professor's office**

**Course meetings: Tuesday, as needed, during office hours: 1:45-4:45pm, with spillover time on Thursdays.**

**It is the student's responsibility to schedule and keep appointments with the professor.**

**Email [Jennifer.Way@unt.edu](mailto:Jennifer.Way@unt.edu)**

**Fall 2019**

**AEAH 5900 SPECIAL PROBLEMS 3 credit hour**

### **Focus of the Special Problems**

In order to continue developing her research in support of her MA research project, **student name** will work with Dr. Way to investigate, process, draft and write a Research Project Proposal.

### **LEARNING OBJECTIVES**

- Research the topic and review relevant scholarship and primary sources
- Develop a historiography
- Research methodology
- Draft
  - Introduction
  - Statement of Problem
  - Statement of Thesis
  - Methodology
  - Bibliography
- Revise Research Project Proposal numerous times

### **STRUCTURE**

**It is the responsibility of the student to contact the professor to schedule meetings, to meet as scheduled, and to submit work as indicated in this syllabus.**

## EVALUATION AND GRADING POLICIES

Due date – work is due no later than the following dates:	Course assignments and requirements	Worth points of course grade
Monday September 9	STATEMENT OF PROBLEM AND THESIS- completed draft nearing finished state	20
Monday September 16	INTRODUCTION completed draft nearing finished state	20
Monday September 30	METHODOLOGY- completed draft nearing finished state	20
Monday October 7	RESEARCH PROJECT PROPOSAL – completed draft nearing finished state	20
revisions	Revisions of all materials ongoing	20

## RESOURCES

The Art Collection [of books] is now located on the 3rd floor of the Willis Library. All art books of all art disciplines are together with the rest of the humanities in one library that is open 24/7.

Research Help at CVAD Your UNT Art Reference Librarian is Rebecca Barham: (940) 565 - 4405, [Rebecca.Barham@unt.edu](mailto:Rebecca.Barham@unt.edu). It is your responsibility to know how to use the UNT Libraries and access information relevant to your coursework. **As early as possible during the semester**, work with Rebecca to identify secondary and primary resources for your research paper project-- journal articles, exhibition and collection catalogs, auction records, books, encyclopedias, and databases. The earlier you begin, the more time you will have to digest what you learn and make choices in your process.

## SCHEDULE OF MEETINGS AND ASSIGNMENTS with a general description of the subject matter of each class, and any required readings

**Student name** will “check-in” weekly during office hours to discuss what she has read and how it relates to her thesis. “Check-in” should consist of face-to-face meetings, which are highly preferred. As necessary, a phone call or online meeting can substitute. It is very important that **Student name** establish and maintain a pattern of consistent connection with Dr Way.

## POLICIES

### Academic integrity expectations and consequences (UNT Policy 06.003)

<http://policy.unt.edu/sites/default/files/06.003.pdf>

### **ADA accommodation statement (UNT Policy 16.001)**

"UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of 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 accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at [disability.unt.edu.](https://teachingcommons.unt.edu/teaching-handbook/definitions-and-policies/unt)" [HTTPS://TEACHINGCOMMONS.UNT.EDU/TEACHING-HANDBOOK/DEFINITIONS-AND- POLICIES/UNT](https://teachingcommons.unt.edu/teaching-handbook/definitions-and-policies/unt)

### **American Disabilities Act**

The College of Visual Arts and Design is committed to full academic access for all qualified students, including those with disabilities. In keeping with this commitment and in order to facilitate equality of educational access, faculty members in the College will make reasonable accommodations for qualified students with a disability, such as appropriate adjustments to the classroom environment and the teaching, testing, or learning methods when doing so does not fundamentally alter the course. If you have a disability, it is your responsibility to obtain verifying information from the Office of Disability Accommodation (ODA) and to inform me of your need for an accommodation. Requests for accommodation must be given to me no later than the first week of classes for students registered with the ODA as of the beginning of the current semester. If you register with the ODA after the first week of classes, your accommodation requests will be considered after this deadline. Grades assigned before an accommodation is provided will not be changed. Information about how to obtain academic accommodations can be found in UNT Policy 18.1.14, at [www.unt.edu/oda](http://www.unt.edu/oda), and by visiting the ODA in Room 321 of the University Union. You also may call the ODA at 940.565.4323.

### **Assignment policy**

For all assignments, instructions are distributed prior to the due date. It is up to you to understand the assignment fully and seek assistance when needed. Please speak to the professor if you are unclear about an assignment, or if you miss a deadline or. No late work is accepted. **Make up work is not available.**

### **Attendance expectations and consequences (UNT Policy 06.039)**

**Each student is permitted one absence.** No written documentation is necessary, nor will any be collected. **Subsequent absences will reduce the final course grade at the discretion of the professor.** Students who habitually arrive late or leave early will be marked absent at the discretion of the professor. Note that missing class does not excuse you from an assignment due before or during class.

### **Building emergency procedures**

In case of emergency (alarm will sound), please follow the building evacuation plans posted on each Floor of your building and proceed to the nearest parking lot. In case of tornado (campus sirens will sound) or other weather related threat, please go to the nearest hallway or room on your floor

without exterior windows and remain there until an all clear signal is sounded. Follow the instructions of your teachers and act accordingly.

### **Campus Health and Safety**

Emergency: Dial 911

UNT Police: 940-565-3000

Denton Police: 940-349-8181 (non-emergency)

Denton County Sheriff's Office: 940-349-1600 (non-emergency) Student

Health and Wellness Center: 940-565-2333

Counseling and Testing Services: 940-565-2741

### **Center for Student Rights and Responsibilities**

The following statement reminds students of their rights and responsibilities within the academic community – *“Each University of North Texas student is entitled to certain rights associated with higher education institutions. See [www.unt.edu/csrr](http://www.unt.edu/csrr) for further information.”*

### **Course Risk Factor**

According to University Policy, this course is classified as a category one course. Students enrolled in this course will not be exposed to any significant hazards and are not likely to suffer any bodily injury. Students will be informed of any potential health hazards or potential bodily injury connected with the use of any materials and/or processes and will be instructed how to proceed without danger to themselves or others.

### **Evaluation for Assignments:**

<b>100 Point Scale Grade</b>	<b>Letter Grade</b>
97-100	A+
93-96	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
63-66	D
0-62	D-
53-59	F

<b>Evaluation range for course grade</b>	
100-91	A

90-81	B
80-70	C
69-60	D
59-0	F Fail

**SCREEN POLICY [TECHNOLOGY IN CLASS]:**

Phones must be turned off unless the professor says otherwise. If your phone rings more than once during class in the classroom, your final course grade will be reduced at the professor's discretion, you will be asked to leave class, and that class will be counted as an absence.

**NOTE: Professor Way retains the right to change the syllabus with or without notice.**