

**ARTE 5942/5: Art Museum Education I**  
**Focus On: Empathy, Relationships and Slow Looking**  
Fall 2021, Fridays 10-4:20 pm, Room 190  
Dr. Laura Evans  
Office Hours: Fridays 4:30-5:30 and by appointment  
Email: [Laura.Evans@unt.edu](mailto:Laura.Evans@unt.edu)

**COURSE DESCRIPTION:** Applied study of the practice of art museum education. Emphasis on program development for multiple audiences in the art museum with a focus on empathy building and slow looking practices.

**REQUIRED TEXTS:** PDFs for download from Canvas

**COURSE CONTENT:** This course studies the public role of the art museum with emphasis on the educator's teaching, writing, and programming responsibilities with a focus on teaching critical looking skills and building empathy.

**COURSE OBJECTIVES:** Through readings, discussion, visits to area art museums and other assignments the student will investigate the nature of the art museum experience, examine the interpretive and empathetic role of the art museum in theory and practice, and design and produce art museum-based educational materials.

**GRADING:** One of the most important characteristics of a museum educator is excellence in written and oral communication. Performance evaluation, therefore, will emphasize the student's demonstrated skill on written and oral assignments. Grading will be based on the following performance areas and tasks.

Participation	30%
Attendance	15%
Written Reading Reflections	25%
Final Project	30%

**REQUIRED EQUIPMENT:**

A computer, tablet, or smart phone with Internet access, a microphone, a camera, and speakers for online Zoom classes.

**TECHNICAL 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. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UNT Help Desk: [UNT Student Help Desk site](http://www.unt.edu/helpdesk/index.htm)  
(<http://www.unt.edu/helpdesk/index.htm>)  
Email: [helpdesk@unt.edu](mailto: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>)

### NEW COVID-19 MEASURES:

Due to concerns over the COVID-19 Delta variant, the university is moving forward with new safety measures knowing there are limitations because of current state mandates.

- **Face Coverings:** President Smatresk is requesting that all students, faculty and staff comply with a [new mandate from the city of Denton to wear a face covering indoors](#), per CDC guidance for our region. All faculty and staff are permitted to make decisions about the use of personal protective measures, as long as those decisions are not imposed on others.
- **Vaccinations:** If you are not vaccinated, [you are urged to get vaccinated](#) as soon as possible to protect yourself, your friends and family, and our campus. Vaccines reduce the chance of experiencing severe impacts and minimize transmission. Learn how you can receive one of the approved COVID-19 vaccinations and participate in the [UNT Vaccine Incentive Program](#).
- **Mandatory Testing (Links to an external site.):** All students, faculty and staff will be [required to have a COVID-19 test](#) at designated intervals throughout the semester, beginning with the first testing interval Aug. 16-Sept. 10. Additional testing intervals will be determined and announced. You have already been invited via email from UNT Student Health & Wellness Center to join UNT's COVID-19 testing program by created a NAVICA Testing Account via their app or [web portal](#) that lets you view and share your testing results with UNT--for both your mandatory and/or exposure/symptoms testing available on campus. Be sure to connect your profile with UNT Student Health and Wellness Center to automatically share future results. [Vaccinated individuals can opt out by uploading vaccination proof by Sept. 10 \(Links to an external site.\)](#). If you contracted COVID-19 in the last 90 days, you can opt out until the 90 days expires by uploading your positive test result. Testing is available in the Union through Curative, as well as the Student Health and Wellness Center. More testing information can be found [here](#). All on-campus tests will be automatically shared with UNT, but tests from off-campus sites must be uploaded.

- **Mandatory Self-Reporting** Students, faculty, and staff will continue to be required to report symptoms and exposure to [COVID@unt.edu](mailto:COVID@unt.edu), quarantine as necessary, and cooperate with the UNT COVID-19 Contact Tracing Team. Learn more at [healthalerts.unt.edu](https://healthalerts.unt.edu).
- **Disciplinary Actions for Non-Compliance** Students who fail to comply with the mandatory COVID-19 testing and reporting requirements will go through the [Student Conduct Process](#). This may result in being considered a student not in good standing. A status of "not in good standing" means a student is not fully eligible to participate in university activities and privileges or faces possible separation (i.e. suspension or expulsion) from the university. Please email [Student.Affairs@unt.edu](mailto:Student.Affairs@unt.edu) with any additional questions.

#### **Case Investigation, Quarantine and Contact Tracing Information**

- Students, faculty, and staff will continue to be required to report symptoms and exposure to [COVID@unt.edu](mailto:COVID@unt.edu), quarantine, as necessary, and cooperate with the UNT COVID-19 Contact Tracing Team. [In the latest testing guidelines from the CDC Friday](#), people who do not have symptoms of COVID-19 should still be tested if they have been in close contact with someone who is infected. *UNT's Student Health and Wellness Center offers testing to faculty, staff and students who have been identified by UNT's Contact Tracing team as a close contact of a UNT positive COVID-19 case.* Close contact is defined as being within 6 feet of a COVID-19 patient for at least 15 minutes. Email [COVID@unt.edu](mailto:COVID@unt.edu) for guidance regarding symptoms, testing and what to do following potential exposure.

#### **RULES OF ENGAGEMENT:**

Rules of engagement refer to the way students are expected to interact with each other and with their instructors. Here are some general guidelines:

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law will not be tolerated.
- Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name and pronouns for your instructor and classmates.
- Speak from personal experiences. Use "I" statements to share thoughts and feelings. Try not to speak on behalf of groups or other individual's experiences.
- Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!"

- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Avoid using “text-talk” unless explicitly permitted by your instructor.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.

#### **ATTENDANCE:**

Attendance, punctuality and participation are extremely important as this class is discussion-based and only meets every other week. Participation includes: completing assignments and readings on time, as well as involvement in class discussions through asking questions, offering thoughtful insights and comments, and responding to others’ comments.

Because this class only meets bi-weekly, full participation throughout the semester can only be achieved by attending all sessions. Missing more than one class session could adversely affect your grade. Each missed and unexcused absence (after one unexcused absence) will result in an overall 3% point deduction from your final grade. Please check with me, should you need to miss more than one class session.

Occasionally we will have guest speakers during class time and/or will be visiting their museums. Therefore, timely arrival to class and preparedness for full participation in all class activities is expected. Excessive tardiness will be treated as an absence.

#### **COVID-19 Impact on Attendance**

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me **prior** to being absent.

If you are experiencing any [symptoms of COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or [askSHWC@unt.edu](mailto:askSHWC@unt.edu)) or your health care provider **PRIOR** to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or [COVID@unt.edu](mailto:COVID@unt.edu) for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

**LATE WORK:** Late work will not be accepted unless you have received my prior approval.

**Academic Integrity Policy:**

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.

**ADA Policy:**

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 \(https://disability.unt.edu/\)](https://disability.unt.edu/).

**Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)**

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

**Emergency Notification & 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 Canvas for contingency plans for covering course materials.

**Retention of Student Records:**

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

**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. Visit UNT's [Code of Student Conduct](https://deanofstudents.unt.edu/conduct) (<https://deanofstudents.unt.edu/conduct>) to learn more.

**Access to Information - Eagle Connect:**

Students' access point for business and academic services at UNT is located at: [my.unt.edu](https://my.unt.edu). All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail [Eagle Connect](https://it.unt.edu/eagleconnect) (<https://it.unt.edu/eagleconnect>).

**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, 14 and 15 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](http://spot.unt.edu/) (<http://spot.unt.edu/>) or email [spot@unt.edu](mailto:spot@unt.edu).

**Sexual Assault Prevention:**

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](mailto: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](mailto:oeo@unt.edu) or at (940) 565 2759. Important Notice for F-I Students taking Distance Education Courses

**Federal Regulation Regarding F-1 Visas:**

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the [Electronic Code of Federal Regulations website](http://www.ecfr.gov/) (<http://www.ecfr.gov/>). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

If an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email [internationaladvising@unt.edu](mailto:internationaladvising@unt.edu)) to get clarification before the one-week deadline.

**Student Verification:**

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See [UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses](https://policy.unt.edu/policy/07-002) (<https://policy.unt.edu/policy/07-002>).

**Class Recordings & Student Likenesses:**

Synchronous (live) sessions in this course will be recorded for students enrolled in this class section to refer to throughout the semester. Class recordings are the intellectual property of the university or instructor and are reserved for use only by students in this class and only for educational purposes. Students may not post or otherwise share the recordings outside the class, or outside the Canvas Learning Management System, in any form. Failing to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to disciplinary action.

**Academic Support & Student Services****Mental Health:**

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for 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) (<https://studentaffairs.unt.edu/student-health-and-wellness-center>)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (<https://studentaffairs.unt.edu/counseling-and-testing-services>)
- [UNT Care Team](https://studentaffairs.unt.edu/care) (<https://studentaffairs.unt.edu/care>)
- [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (<https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry>)
- [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling) (<https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling>)



**Chosen Names:**

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address](#)
- [Legal Name](#)

*\*UNT euIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

**Pronouns:**

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can [add your pronouns to your Canvas account](#) so that they follow your name when posting to discussion boards, submitting assignments, etc.

**Additional Student Support Services:**

- [Registrar](https://registrar.unt.edu/registration) (<https://registrar.unt.edu/registration>)
- [Financial Aid](https://financialaid.unt.edu/) (<https://financialaid.unt.edu/>)
- [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services) (<https://studentaffairs.unt.edu/student-legal-services>)
- [Career Center](https://studentaffairs.unt.edu/career-center) (<https://studentaffairs.unt.edu/career-center>)
- [Multicultural Center](https://edo.unt.edu/multicultural-center) (<https://edo.unt.edu/multicultural-center>)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (<https://studentaffairs.unt.edu/counseling-and-testing-services>)
- [Pride Alliance](https://edo.unt.edu/pridealliance) (<https://edo.unt.edu/pridealliance>)
- [UNT Food Pantry](https://deanofstudents.unt.edu/resources/food-pantry) (<https://deanofstudents.unt.edu/resources/food-pantry>)

**Academic Support Services:**

- [Academic Resource Center](https://clear.unt.edu/canvas/student-resources) (<https://clear.unt.edu/canvas/student-resources>)
- [Academic Success Center](https://success.unt.edu/asc) (<https://success.unt.edu/asc>)
- [UNT Libraries](https://library.unt.edu/) (<https://library.unt.edu/>)
- [Writing Lab](http://writingcenter.unt.edu/) (<http://writingcenter.unt.edu/>)

**PLEASE NOTE:** I will make every effort to follow the syllabus and schedule, but please realize adjustments may be necessary in order to accommodate learning/instructional needs of the class. I therefore retain the right to change the syllabus with or without notice.

If any unexpected changes need to be made, they will be announced by My UNT e-mail. Be sure your account is up to date. I will answer only course-related emails. Email content should be directly related to course content. Emails not related to the course will not be returned. Emails that contain information that is pertinent to the entire class about course-related topics will be addressed in class so that the entire group may benefit.



## **Assignments**

### **1) Reading Reflections and Questions for Speakers**

During most weeks of the semester, a Reading Reflection Paper is due. Write a maximum one paragraph summary of the first reading and a maximum one paragraph reflection of the first reading. Write a one paragraph (max) summary of the second reading and a one paragraph (max) summary of the second reading. Keep going for all of the assigned readings.

Finally, write 2 questions for each of the guest groupings we will have in class on the day that the Reading Reflection Paper is due and include these at the bottom of your paper. For example, on a day when we have a morning guest and two afternoon guests from the same institution, write 2 questions for the morning guest and 2 questions for the afternoon guests for a total of 4 questions.

Papers can be single or double-spaced. Place all reading response paragraphs and questions in one document. Your papers should be submitted to Canvas BEFORE class meets on the day that the readings are assigned.

The format should be:

1 paragraph summary of 1<sup>st</sup> reading

1 paragraph reflection of 1<sup>st</sup> reading

1 paragraph summary of 2<sup>nd</sup> reading

1 paragraph reflection of 2<sup>nd</sup> reading

2 questions for morning speaker(s) of the day the Reading Pairs Paper is due (if applicable)

2 questions for afternoon speaker(s) of the day the Reading Pairs Paper is due (if applicable)

Reflections will be graded pass/fail.

DUE: On the day each reading is assigned

### **2) Final Project**

Design a museum program for the DMA using the object you chose for your slow-looking exercise on our first day of class as one of the focal points for your program (your program can include more than just this one object). Use this object as a building block for your program. Next, choose an audience and design a program that focuses on or encourages empathy with this audience. Your proposed program can be in-person, online, or some combination of the two. Your program can be a single-visit or a multiple visit program. Please include a rationalization (bolstered by readings either in class or research outside of class) for all of your decisions (ie: explain why a single visit program achieves your goals for your program vs. a multiple visit program, etc.)

This paper will have 2 parts: theory and practice. In the theory section, you will want to explain why you chose your audience (ie: why there is a need for this program for your audience and, more personally, why you would like to work with this group) and why you would plan such a program (again, make sure your decisions are bolstered by theory... for example, if it is a program for children with low vision, explain why visual descriptions are important for this group). Use readings from class to tell us why and how you expect to go about encouraging empathy in this program and for whom (are participants building empathy for one another? For another group of people? Someone or something else?).

For the practice section of the paper, you will explain the practicalities of the program. What are the details of the program (who, what, when, where, why, how)? How will it work, from a practical standpoint? What will be the goals of your program? What are the objectives? How will you know you have reached your goals? Use the lesson plan template at the end of this syllabus as a structure (the lesson plan should also be included in your final paper). If you are designing a multiple visit program, you just need to detail one session on a lesson plan, not all sessions, but please provide a vision for what those other sessions would entail or would be themed.

All total the paper should be approximately 8-10 pages, inclusive of your lesson plan (see end of syllabus for lesson plan format)

Final papers will be graded with a letter grade.

Due: December 3rd

## MUSEUM LESSON PLAN TEMPLATE

<b>Name:</b>  <b>Grade Level or Audience:</b>  <b>Big Idea/Theme:</b>	
<b>PART I. the goals/s for the lesson</b>	
<b>What is the focus of this lesson?</b>	
<b>State Learning Standards:</b>	*Add if applicable to your audience
<b>PART II: THE OBJECTIVES FOR THE LESSON</b>	
<b>Specific learning objectives:</b>	<i>1. Participants will</i> <i>2. Participants will</i> <i>3. Participants will</i>
<b>PART III: TEACHING THE LESSON</b>	
<b>Procedures</b>	<p><b><u>Welcome:</u></b> Add in how you will welcome participants into the museum or online, take care of their immediate and future needs, etc. (step by step, like a script)</p> <p><b><u>Introduction:</u></b> Add in how you will start your program (step by step, like a script)</p> <p><b><u>Body:</u></b> Add in what the main part of your program will look like (step by step, like a script)</p> <p><b><u>Wrap-Up:</u></b> Add in how you will conclude your program (step by step, like a script)</p>
<b>Instructional Materials, Equipment and Technology:</b>	<p style="text-align: center;">In gallery: (If applicable)</p> <p style="text-align: center;">In studio or in classroom: (If applicable)</p>

<b>Reflection and Evaluation:</b>	How will you know what participants got out of your program? How will you evaluate and reflect upon your own teaching and program development?
<b>Citations:</b>	

**STUDENT ACKNOWLEDGEMENT:** After thoroughly reading the above described, legibly fill out and sign form attached and return to instructor.

I \_\_\_\_\_ (print) 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 realize that my class work may be included in research and give my permission for it to be used with the understanding that Dr Evans will follow all protocol for ensuring my anonymity. I can also opt out of having my work used in research by letting Dr Evans know of my wishes. I hereby agree to the syllabus and its provisions.

_____		_____
ARTE 5942-5945		Risk Rating
_____	_____	_____
Student e-mail address (please print legibly)	Signature	Date
_____	_____	_____
Laura Evans Faculty Name	Signature	Date