ASTU 4300.501: Printmaking Studio (undergraduate)
ASTU 5300.501: Printmaking Studio (graduate)
University of North Texas College of Visual Arts and Design

Syllabus

Professor: Lari Gibbons, Professor
Office: Hickory 265
Office Hours: M 8 – 10 am at OSHA; and by appt.
Email: gibbons@unt.edu
Telephone: 940.369.8354

Class Time: MW 11 am – 1:50 pm
Class Location: Hickory 160

Name and Contact Information of Another Student: ________________________________

Course Descriptions

4300: Developing additional competence in special areas. Undergraduate printmaking majors take this course twice as the capstone course in their degree. Prerequisites: advanced standing and selection into the printmaking program through the mid-point review. May be repeated for credit. 3 credit hours.

5300: For students qualified to develop professional competence in special areas of studio work. Prerequisite(s): 12 hours of art in the selected area and consent of college. May be repeated for credit. 3 credit hours.

Course Content and Objectives

*Printmaking Studio* is an advanced-level course that explores printmaking as a primary form of expression. You will develop a creative body of work, hone your professional practice as an artist, and engage current conceptual and theoretical directions in printmaking. You will be required to synthesize concepts, technical skills and knowledge acquired from previous courses; engage in professional opportunities and group activities; and demonstrate your engagement with the discipline of printmaking through the creation of a portfolio of work. Techniques covered introductory or advanced Printmaking courses such as etching, litho, relief or screen are not covered in this class, and students must have a firm grounding in the processes they wish to use.

4300: Undergraduate students enrolled in the capstone section of this course will participate in Exit Reviews.
5300: Graduate students enrolled in this course will participate in MFA Reviews.

© Lari Gibbons
Course Requirements, Assignments, and Assessments

Unless otherwise specified, all assignments are due at the beginning of class. Late work will not be accepted and you will receive a zero for a missing project unless your absence is excused (see “Attendance”). Turn in incomplete work for partial credit rather than receiving a zero by submitting nothing. Demos, critiques and other class activities cannot be made up or repeated. Keep your work until the semester is complete and a final grade has been issued. Do not sell, destroy, lose or part with it until that time.

Note: In lieu of final critique, 4300 students in the capstone section are required to participate in an exit review. 5300 students will participate in an MFA review; those who have already passed will be responsible for scheduling an MFA committee meeting.

Grading requirements and criteria

| 50% Artwork | 15% Concept | What ideas does your work show? Are your ideas well-researched, original and engaging? Does the work show an awareness of context? Is it cohesive in its vision and execution? |
| 15% Form | Do the aesthetic qualities of your work support the concept? |
| 15% Technique | Does your technical approach meet the project requirements? Does it complement the concept and form? |
| 15% Craft/Presentation | Does your artwork meet the presentation guidelines and standards? Do you take pride in presenting your work and care for how it is displayed and submitted? |
| 15% Direction | Do you make good use of class time? Budget your time effectively and keep up with the assignment? How do you respond to setbacks? Is the work finished and resolved? Does it demonstrate growth and risk? |
| 15% Critique | Submit a grade sheet at every critique. Do you bring finished work? Is your presentation professional? Are you receptive to constructive criticism? Do you offer helpful feedback to peers? Do you take notes? We will have final and in-progress critiques, which count equally as follows: + = A = work complete, student actively contributed ✓ = C = work incomplete or unfinished, student contributed; or work complete, student did not contribute – = F = work missing, student attended (some points!) ∅ = work missing, student did not attend (no points) |
| 10% Shared Space | Do you demonstrate a responsible, professional, cooperative and courteous work ethic in the shop? Are you considerate of shared spaces and tools, and proactive if you see problems? This grade is based on the ongoing condition of the shop and is typically the same for all students. Tell your instructor if something needs to be fixed or replenished. The last ten minutes of every class will be a mandatory studio clean-up with a sign-out. Failure to participate will reduce your score. |
Attendance, Participation and Final Clean-up

Your final course grade will be lowered by failure to attend class or final clean-up.

Attendance is mandatory for all class sessions. If you do not answer roll call or sign the attendance sheet, you will be marked absent. If you arrive late, it is your responsibility to make sure you are not marked absent. Keep track of your attendance; ask if you are unsure how many absences or tardies you have.

Up to two absences will be excused if ... 1) proper documentation is is submitted the first class meeting following the absence, and 2) you either attended a funeral, or were personally treated for a medical emergency (other circumstances are subject to approval). Student athletes should not presume exemption and must provide official documentation of their game schedule, preferably early in the semester or immediately following an absence. Any absences which are not approved or non-compliant with these terms are unexcused. Attendance policies are non-negotiable and can result in a failing final grade, regardless of the quantity or quality of work produced during the semester. Students with excessive absences should consider withdrawing from the course.

Grading requirements and criteria, continued

<table>
<thead>
<tr>
<th>Grading Requirement</th>
<th>Description</th>
<th>Scoring Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>15% Final Portfolio</td>
<td>Resubmit all projects with an artist's statement, image ID/inventory, and twenty digital images of semester's projects plus source material.</td>
<td>Content: Are your ideas original and engaging? Is your writing thoughtful and articulate? Do your materials show an awareness of context? Organization and Clarity: Are your materials put together effectively and professionally? (Typed) Are they straightforward and easy to understand? Are written materials proof-read with proper citations? Are digital images correctly sized and formatted?</td>
</tr>
<tr>
<td>15% Packet</td>
<td>Complete research such as an application, contextual exploration, or a P.R.I.N.T proposal.</td>
<td></td>
</tr>
<tr>
<td>10% Exhibition</td>
<td>Undergraduates participate in a group exhibition at Cora Stafford Gallery.</td>
<td>Your proactive, cooperative participation in the exhibition, training and other shared activities will be evaluated based on your preparedness, reliability, punctuality, and competency with assigned task. Failure to participate will reduce your grade.</td>
</tr>
<tr>
<td>10% Engagement</td>
<td>Participate in an approved events or visiting artist project. Typically, 4300 must participate in a total of five (2% each) and 5300 must work 10 to 15 hours during the annual P.R.I.N.T collaboration. Second-semester 4300 students may be asked to work 10 to 15 hours during the P.R.I.N.T collaboration instead of doing five engagements.</td>
<td>Submit a summary the first class period after the event via email to <a href="mailto:gibbons@unt.edu">gibbons@unt.edu</a> with subject line &quot;Engagement.&quot; Late summaries receive 1/2 credit. Only events taking place outside our class time qualify. Most events are free, some require fees. Attending faculty or student shows do not count.</td>
</tr>
</tbody>
</table>

The sum of your scores is translated to a letter grade: 0 – 59% = F, 60 – 69% = D, 70 – 79% = C, 80 – 89% = B, 90 – 100% = A. Your final grade will be lowered by excessive absences, failure to attend final clean-up or observe shop policies, etc.
Attendance, Participation and Final Clean-up, continued

If you miss any part of a class session, you are responsible for the content that was covered and the work that was assigned, regardless of whether the absence is excused. Late work is not accepted unless an absence is excused and the work is submitted at the beginning of the first class meeting following the absence; in all other instances, make arrangements with a fellow student to submit your assignments. Missed demos, critiques and other class activities cannot be made up. Consult your classmates about what you missed, and meet with your professor during office hours if the information remains unclear. Instructors are not obliged to repeat demonstrations or other information for those who have failed for any reason to attend class.

<table>
<thead>
<tr>
<th>Potential grade deductions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendance</strong></td>
</tr>
<tr>
<td>1 unexcused absence</td>
</tr>
<tr>
<td>1 unexcused absence</td>
</tr>
<tr>
<td>4 unexcused absences</td>
</tr>
<tr>
<td>5 unexcused absences</td>
</tr>
<tr>
<td>6 unexcused absences</td>
</tr>
<tr>
<td>7 unexcused absences</td>
</tr>
<tr>
<td><strong>Final Cleanup</strong></td>
</tr>
<tr>
<td>No participation = one letter grade deduction from final course grade</td>
</tr>
</tbody>
</table>

Texts/Readings

Required readings will be provided as handouts or online link. Unless an alternate deadline is specified, readings must be completed by date specified on calendar or one class period after distribution.

Online Resources

All current CVAD students have received access to a Lynda.com account. You received an invitation to activate your account through your @my.unt email address. Activate your account to gain access to the site. Lynda.com is a digital library of instructional videos that will be helpful for you to supplement your in-class education, especially in the area of technology and software use. Its tutorials focus on software, technology and creative skills for personal and professional development.
Conduct

A cooperative and community work ethic is essential in the print shop. Be considerate of shared spaces and tools. Observe safety guidelines and clean-up policies.

If you arrive early, wait in the hallway until your class starts. If another class is in session, ask the instructor for permission before using the shop. Do not interrupt their class to ask. During your class time, you and your classmates have priority access. During others’ class time, they have priority. During Open Shop hours, the shop is shared. Move belongings aside and clean your workspace by the end of class, even if you plan to ask for permission to work in the next class.

Bring your course packet, a sketchbook, writing utensil, appropriate supplies and artwork to every class session. A lack of preparation or supplies will be counted as a tardy or absence.

Class sessions are for being productive in the print shop—not for fetching materials, errands, library research, computer lab work, etc. except when designated by the professor for the entire class.

Take your break at announced time(s) only. Request permission if you need to leave the shop at any other time (unless it is an emergency).

Leave the shop and critique room clean and organized. Clean as you go, and participate in mandatory clean-up at the end. Paper left in drying racks and soaking trays after the end of each class period may be discarded.

Expect to spend between six to twelve hours weekly outside of class time completing assignments for this class.

Check your Eaglemail account between each class period for information and announcements. Forward your account to your preferred email address if you do not wish to use Eaglemail. Note that non-UNT email accounts (such as gmail and yahoo) often get quarantined and never reach your professor, especially if they have attachments or links.

Food is not permitted in the classroom; beverages must be in a closed container. Cell phones, laptops, headphone/earbuds, and personal stereos may not be used without permission. University smoking policies must be observed.

Intellectual Property

Any distribution of course materials from this class is in violation of the following:

*Intellectual property violations include the use or distribution of copyrighted or trademarked works of another without the expressed consent of the owner of the copyright or trademark. A student who receives written notification from a faculty member that the information provided in his or her course is the faculty member's intellectual property shall not distribute, use for commercial purposes, or create derivative works of the intellectual property without obtaining the express written permission of the faculty member. Students shall not assume permission absent written notification from the faculty member (Source: UNT Undergraduate Catalogue).*

© Lari Gibbons
Intellectual Property, continued

In sum, you are authorized to take notes in class for your own personal use and no other use without permission from the instructor. You are not authorized to record class sessions, to provide your notes to anyone else, or to make any commercial or non-profit use of these notes without prior, written permission from the course instructor.

Academic Misconduct, Student Rights and Responsibilities

In order to provide a campus environment that is conducive to academic endeavor and growth, the UNT Code of Student Conduct and Discipline provides regulations and guidelines governing student behavior. The Code provides penalties for misconduct, including academic dishonesty, which includes all forms of cheating and plagiarism, including attempts to circumvent attendance procedures.

*The term cheating includes, but is not limited to:* (a) use of any unauthorized assistance in taking quizzes, tests, or examinations; (b) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (c) the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; (d) **dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s)**; or (e) any other act designed to give a student an unfair advantage.

*The term plagiarism includes, but is not limited to:* (f) the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and (g) the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials (Source: UNT Undergraduate Catalogue).

This policy protects honest students from unfair competition with dishonest students who seek to gain advantages by cheating. Students who become aware of suspicious activities should notify Professor Gibbons promptly.

Acts of academic misconduct will result in a grade of ‘f’ in the course and disciplinary action. See http://www.unt.edu/csrr for more information.

Students are expected to contribute to a positive learning environment. If a student impairs another student’s learning, s/he will be asked to leave class.

American Disabilities Act (Disabilities Accommodation)

Notify your instructor if you have a disability that requires accommodation. CVAD 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 will make reasonable accommodations for qualified students with a disability, such as appropriate adjustments to the classroom environment and the teaching, testing, or learning methodologies when doing so does not fundamentally alter the course.
American Disabilities Act (Disabilities Accommodation), continued

If you have a disability, you are required to register with the UNT Office of Disability Accommodation, Student Union, Room 318, 940.565.4323, www.unt.edu/oda. Requests for accommodation must be given to your professor the first week of classes for students registered with ODA as of the beginning of the current semester. If you register with 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.

The College of Visual Arts and Design policy on accommodation is available upon request in CVAD Dean’s offices, Room 107. Further questions on accommodation may be addressed to Associate Dean Eric Ligon, School Accommodation Liaison, Art Building, Student Advising, Room 111. Information about how to obtain academic accommodations can be found in UNT Policy 18.1.14, at www.unt.edu/oda, and by visiting the oda in Room 321 of the University Union or by calling 940.565.4323.

Course Safety Procedures and Emergencies, and Course Risk Factor

Emergency telephone numbers: 940.565.3000 and 911.

The Hickory Hall severe weather shelter is the interior hallway of the first floor. The Hickory Hall bomb/fire threat is the lawn south of the building.

Emergency Preparedness: https://emergency.unt.edu
Campus Carry: https://campuscarry.unt.edu
Run, Hide, Fight when needed (see link).

In case of emergency (alarm will sound), 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, go to the nearest hallway or room on your floor without exterior windows and remain there until an all clear signal is sounded. Follow your teachers’ instructions.

Students enrolled in this class are required to use proper safety procedures and guidelines as outlined in UNT Policy 15.2.4 Safety in Instructional Activities. While working in laboratory sessions, students are expected and required to identify and use proper safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the UNT is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance. Brochures for student insurance are available in the UNT Student Health and Wellness Center. Students who are injured during class activities may seek medical attention at the Student Health and Wellness Center at rates that are reduced compared to other medical facilities. If students have an insurance plan other than Student Health Insurance at UNT, they should be sure that the plan covers treatment at this facility. If students choose not to go to the UNT Student Health and Wellness Center, they may be transported to an emergency room at a local hospital. Students are responsible for expenses incurred there.

Course Risk Factor

According to University Policy, this course is classified as a Category 3 course. Students are exposed to some significant hazards but are not likely to suffer serious bodily injury when properly trained on how to handle materials and tools. Students who are pregnant or who become pregnant during the course of the semester are advised to postpone this course because of certain higher risk factors (3) to an unborn baby.
Course Risk Factor, continued

Students who are pregnant or will become pregnant during the course of the semester are advised to check with their doctor immediately to determine if any additional risks are reason to postpone this course until a later semester. Upon request, your professor will provide a list of chemicals and safety issues for your doctor to review. Material Safety Data Sheets are available on all chemicals. It will be up to you and your doctor to determine what course of action to take.

General Problems and Concerns

Direct all problems or concerns to Professor Gibbons, preferably during office hours. Follow the Chain of Command: talk to your professor before you bring the matter to a departmental chairperson or dean.

Grades may not be discussed on the telephone or via email. All grade inquiries must be made in person.

Syllabus Contract

Your continued enrollment in this class after the add/drop period and 12th class day signifies your understanding and acceptance of this syllabus.

This syllabus, supply list, and schedule is subject to change.
The information you provide is between you and the professor. Your contact information will not be shared; it is for emergencies only. After the semester is complete and portfolios are returned, the forms are destroyed.

Contact Information

Legal name: ____________________________________________
Student ID number: _____________________________________
Address (emergencies only): ________________________________
Email: __________________________________________________

Note: Eaglemail is used for all class-related correspondence. If you do not wish to use it, forward your Eaglemail to a preferred account.
Telephone (emergencies only): ______________________________

Acknowledgment

I _______________________________(print your 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.
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: ________________________________________________________