College of Visual Arts and Design
ASTU 5020 * Spring 2021
Project In Lieu of Thesis: Research, Practice & MFA Exhibition/Defense

Instructor Contact
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Please join us on Instagram-- matthewbourbon_students for stuff on artists and matthewbourboninfo for things on my art etc. If you Facebook, like and follow our Drawing and Painting page @ UNT CVAD Drawing and Painting

COURSE DESCRIPTION
Research, Practice, Creative project presentation, and project report in lieu of written thesis.

COURSE OUTCOMES

- Display an understanding of contemporary visual art
- Demonstrate the intention, motivation and tools required to pursue a career as an artist and sustain a rigorous fine arts practice
- Demonstrate the visual, verbal and writing skills needed to engage with contemporary discourse in contemporary art
- Produce artwork that makes use of the interdependence between content, form, process and context
- Display an intimate familiarity with historical and contemporary approaches to visual art and their interrelationships
- Demonstrate enhanced critical reasoning with broad historical overviews and social insight
- Deliver critiques of your own work
- Demonstrate an ability to communicate through oral and written communication skills
- Demonstrate the ability to plan and meet deadlines.
- Individuate an approach to visual artmaking and address self-defined research projects with distinct and challenging parameters
## COURSE REQUIREMENTS & SCHEDULE

**Checklist of required activities during your second-to-the-last semester in Studio Art.**

*Please discuss deadlines with your Committee Chair.*

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<th>When</th>
<th>What</th>
<th>Completed</th>
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<tr>
<td>Early in the Final semester</td>
<td>Attend a check-in advising meeting with department Chair and Committee Chair</td>
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| Early in the Final semester    | Work with your Supervisory Committee to plan:  
1. Confirm dates and location for your art documentation, to be held before April 22  
2. Schedule date/time/location for your Oral Defense, to be held before April 17  
3. Schedule meetings with your Committee Chair and full committee                                                                                                                                                                                                                                                                                                                                                                                                |           |
| All Semester                   | Work on your Brief Artist Statement, approximately 100 words long.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |
| All semester                   | Work on your Project Report  
The MFA Project Report Template in the [Studio Art Forms Library](https://library studios.uta.edu/1140) must be used. Additional information about the report is found below in this syllabus.                                                                                                                                                                                                                                                                                                                                                                              |           |
| All semester                   | Regularly meet with Supervisory Committee Chair to review drafts of your Project Report and Artist Statement. (reminder: you must meet with your full committee two times during the last two semesters). Your full committee must sign off on your [Final Defense](https://library studios.uta.edu/1140) and [Project Report Approval](https://library studios.uta.edu/1140) forms.                                                                                                                                                                                                                       |           |
| All semester                   | Continue taking professional-quality, high-resolution photos of your work for graduation requirements—record titles, sizes of works, mediums, etc., in a table or spreadsheet. *Do not* take these images with your phone. Photograph the work unframed or as appropriate. Review the images with your committee chair. Keep in mind the image size requirements – 1280 pixels on longest side x 72ppi                                                                                                                                                                                                 |           |
| February 26, 2021              | Last day to apply for Spring 2021 Graduation with the Toulouse Graduate School; this is required to graduate. [Instructions here](https://library studios.uta.edu/1140)                                                                                                                                                                                                                                                                                                                                 |           |
| 10 days before your Oral Defense | Submit your [Oral Defense Announcement Form](https://library studios.uta.edu/1140) to the department office. Submit your [Oral Defense Notification form](https://library studios.uta.edu/1140) to the Toulouse Graduate School                                                                                                                                                                                                                                                                                                                                 |           |
| Before April 17, 2021          | Document your work  
Finalize your MFA Project Report  
Hold your Oral Defense                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |           |
| April 19, 2021                 | Your Supervisory Committee Chair will submit these items to the Chair of the Department of Studio Art:  
Your signed [Final Defense Form](https://library studios.uta.edu/1140)  
Your MFA Project Report  
Your signed [MFA Project Report Form](https://library studios.uta.edu/1140)                                                                                                                                                                                                                                                                                                                                                               |           |
| By April 30, 2021, midnight    | Apply for MFA Graduation with the Studio Art Department through Slideroom. ([1211] Studio Art MFA Candidate [Graduate Submission - Spring 2021](https://library studios.uta.edu/1140)) |           |
Except for the forms, these submitted materials will be publicly available online in the UNT Graduate Student Works Collection.

Image size requirements – 1280 pixels on longest side x 72 ppi

| By April 30, 2021 | Submit to Department office (studio@unt.edu)
- the completed MFA Catalogue Information Sheet – emailed to each MFA candidate in early April
- your headshot - 1280 pixels on longest side x 72 ppi; please see https://www.untstudioartmfa.com/ for examples. |
| By May 10, 2021 | Vacate your studio following the Vacation Procedures in your Studio Space Agreement. |

PROJECT REPORT

Your Project Report will be an “Artist’s Talk” on paper, where you discuss your exhibition and your work, specifically covering these aspects, in one of the following ways.

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You must use the MFA Project Report Template for your paper. The Project Report should include a separate title page with the names of your committee Chair, your Committee Members and the Chair of the Department of Studio Art. Use any writing style guideline, as long as you use it correctly. https://guides.library.unt.edu/citations-style-guides/basics

Your written report should include images of your work, or works you refer to, with appropriate labeling e.g. Fig. 1. Yayoi Kusama. Flowers. 2002. Lithograph; 20 x 14 in. Images can be in the text of the paper or placed at the end. Do not wrap text around images.

Cite your sources in a bibliography.

I will show you examples of previous Project Reports for your reference.

HERE ARE EXAMPLES OF MFA PROJECT REPORTS:

Keela Dooley, MFA Project Report https://digital.library.unt.edu/ark:/67531/metadc1538808/

Karla Garcia, MFA Project Report https://digital.library.unt.edu/ark:/67531/metadc1538811/
ASSIGNMENT & ASSESSMENTS *

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Worth / %</th>
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<tbody>
<tr>
<td>Creation of artworks</td>
<td>30</td>
</tr>
<tr>
<td>Exhibition installation &amp; de-installation per gallery/studio office guidelines and contract (Covid adjustment)</td>
<td>8</td>
</tr>
<tr>
<td>Exhibition announcement</td>
<td>2</td>
</tr>
<tr>
<td>Documentation of works in exhibition and installation views</td>
<td>5</td>
</tr>
<tr>
<td>Oral defense</td>
<td>10</td>
</tr>
<tr>
<td>Project report</td>
<td>30</td>
</tr>
<tr>
<td>Meeting deadlines of committee (including full committee meetings) and department office including submission of project report &amp; studio Administrative Paperwork</td>
<td>15</td>
</tr>
<tr>
<td>Total</td>
<td>100 points / 100%</td>
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GRADING

*Grades will be provided regularly through the semester and at mid-term.*

A = Excellent (100-90%)
B = Above Average (89-80%)
C = Average (79-70%)
D = Inferior (69-60%) [passing but not necessarily satisfying degree requirements]
F = Failure (59% or below)

ACADEMIC INTEGRITY *

According to UNT Policy 18.1.16, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

DISABILITY ACCOMODATION *

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable
accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website at http://www.unt.edu/oda. You may also contact ODA by phone at (940) 565-4323.

HEALTH & SAFETY PROGRAM *

Students are required to follow the Department of Studio Art Health and Safety guidelines and are required to complete training for each studio course. The goal of the Studio Art Health and Safety Program is to protect the health and welfare of all faculty, staff, and students and to cooperate with the University of North Texas’ Office of Risk Management. Please visit the website for details and the departmental handbook: https://art.unt.edu/healthandsafety.

BEST PRACTICES FOR HEALTH & SAFETY / STUDIO RULES *

• All students must attend an orientation before using the wood and metal shops. During the orientation all shop rules and policies are presented as well as a discussion of the proper and safe use of shop tools. • If you have never before used a specific tool or machine, please ask an Instructor, Shop Technician, or Graduate Student Assistant for a hands-on demonstration of the equipment. You must demonstrate your ability to properly operate the equipment prior to using it without supervision. • Work in a well-ventilated area (or outside) while working with any material or practice that produces toxic or irritating fumes or dust (Resins, chemicals, oil-based paints, and solvents may not be mixed indoors). • Purchase a good half face respirator that fits snug on your face (3M is a good brand). Never share your respirator with another peer (exchanging germs can cause illness). It’s best to get a respirator that has a filter for both vapors and particulates. Shave facial hair so respirator fits face snug. When not in use, store respirator in a plastic bag to prolong the longevity of the filters – the filters will continue to work if not properly sealed. Change filters often depending on use (see instruction manual of specific respirator) • ALWAYS clean up all messes produced by any material or practice to prevent from exposing others to the hazards of that material and/or practice. • Steel-toed boots or metatarsal covers are best for many practices in the sculpture area. • Shield eyes with approved safety wear. Safety goggles and face shields are most commonly used for many different sculpture methods. • Wash hands (including under fingernails) after using toxic materials and chemicals (even if you were wearing gloves). Pumice hand cleaners are available in the shop. • Wear Nitrile gloves and use plastic drop cloth to contain chemicals, paints, and stains when applying. • Make sure to wear the proper safety gear for each process. • All spray painting must be done in spray booth and you must put wood, plastic, or cardboard down on the surface that you are spraying on as to prevent any permanent back spray. • Always use common sense, avoid distractions and concentrate on the task at hand. • To prevent hearing loss, use proper hearing protection when working with load equipment/tools. Earplugs are available in the shop. Make sure to wear clothes that you are ok with getting dirty or you may want to purchase an apron (note: an apron cannot be used with all materials, it can sometimes be a danger when working with wood shop or metal shop equipment).
PLEASE NOTE THAT THERE MAY BE CHANGES DUE TO COVID-19. PLEASE ASK STUDIO OFFICE FOR UPDATES.

EMERGENCY NOTIFICATION & PROCEDURES *

UNT Emergency Guide: https://emergency.unt.edu/about-us

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to the course management system for contingency plans for covering course materials.

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.

INCOMPLETE GRADES

An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule.

In consultation with the instructor, complete a request for an Incomplete Grade. This form can be found on the department website and must be turned into the department chair prior to the last day of classes (not the exam date). Note: A grade of Incomplete is not automatically assigned to students

SEXUAL DISCRIMINATION, HARRASSMENT & ASSAULT

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

UNT’s Dean of Students’ website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources_0. UNT’s Student Advocate she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students’ office at 940-565-2648. You are not alone. We are here to help.