Course Prerequisites and Requirements

Prerequisite(s): ART 2350, ART 2360, and ART 2370; or consent of instructor. Art 1200, Art 1300 or Art 1301 may be substituted for ONE of the three introductory art history courses.
Instructor and Teaching Assistant

Prof. Paula Lupkin
Pronouns: she/her
11-1 Wednesdays in Art 311, Zoom by appointment. Sign up for available 1:1 slots on the Canvas course calendar

Christopher Gonzales, current MA in Interaction Design
Pronouns: he/him
Contact via Canvas Mail to set up an appointment.

Course Description
This face-to-face course introduces students to the historic design of interiors, architecture, furniture, and material culture. Moving from the beginning of recorded history through the early modern period, we will trace historic transformations in the production, arrangement, representation, experience, and use of interiors. Available research and teaching resources tend to focus on Western and Asian traditions, but we will also examine examples from Africa and South America.

Course Objectives
If you work consistently through the course material, engage actively with lectures, readings, and assignments, and creatively and diligently work through the progressive stages of the research project, at the end of the semester you should:

--gain familiarity with key examples of interiors, furniture, and architecture from diverse cultures.
--acquire the skills to identify and interpret the stylistic diversity and cultural role of historic architecture, interiors, and furniture.
--understand the role of changing technology and materials in design innovation.
--develop research and writing skills using library and online resources.
--gain perspective on the meaning of interior spaces in your work and everyday life.

Course Technology & Skills
Minimum Academic Skills
In order to be successful in this class, you will need to be able to read text on Canvas, view streaming videos, observe and describe works of art and architecture for their visual qualities, answer multiple choice and short answer questions, compose written answers in university-level standard English, collaborate with a team both in person and online within Canvas, use online library databases, and meet deadlines.
Minimum Technology Requirements
This course requires you to use and possess the following:

- Computer
- Reliable internet access
- Speakers
- Microphone
- Microsoft Office Suite, including Word
- Adobe Acrobat reader
- Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements)

Computer Skills & Digital Literacy
This course requires you to perform the following functions:

- Use Canvas
- Use email within Canvas
- Use museum art collections and websites to find and save open access digital images
- Use the word processing program Word and save files as pdfs.

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.

UIT Help Desk: UIT Student Help Desk site (http://www.unt.edu/helpdesk/index.htm)
Email: 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
Reading and Supplementary Materials

This course does not have a printed textbook. It employs open educational resources, such as SmartHistory, streaming films from Willis library and the internet, and instructor-authored content within the Canvas course.

Communication Expectations:

All communication related to this course will be received and answered via Canvas mail within 24 hours on weekdays. Messages sent by UNT or regular email will be deleted unread.

Send course questions and personal concerns to me using Canvas Inbox. Written assignments will be graded within ten days. Discussions will be graded within one week. If you have not received a numeric grade within those time frames, please email Chris Gonzales via Canvas Inbox.

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.

See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.
Trigger Warning

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

Assessment and Requirements

Assessment Scale
A = 900-1000
B = 800-899
C = 700-799
D = 600-699
F = 0-599

Discussion Board Posts: 200 points
Participation and Attendance: 200 points
Exam Grades 300 points
Research Project Grades 300 points

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<td>Discussion Board Assignment</td>
<td>Pros and Cons of Imagined Interiors</td>
<td>Discussion Board Grade of up to 50 points</td>
<td>Post to your group discussion board by August 30 @ 3pm</td>
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<tr>
<td>Discussion Board Assignment</td>
<td>Cave of Forgotten Dreams Film Clip</td>
<td>Discussion Board Grade of up to 50 points</td>
<td>Upload to Canvas by September 6 @ 2pm</td>
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<td>In-Class Assignment Participation</td>
<td>Cave of Forgotten Dreams film clip discussion</td>
<td>Participation Grade of up to 25 points</td>
<td>Post peer response to film clip assignment to your Canvas discussion board by September 7 @ 11:59pm</td>
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<tr>
<td>Imagined Interiors Research Project</td>
<td>Topic Selection</td>
<td>Research Grade up to 50 points</td>
<td>Upload to Canvas on September 11 @ 11:59pm</td>
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<td>Exam Grade of up to 100 points</td>
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<td>In-Class Assignment and Discussion Board Post</td>
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<td>Participation Grade of 25 points</td>
<td>Post to Discussion Board October 4 @11:59pm</td>
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<td>In-class Assignment and Discussion Board Post and Peer Review</td>
<td>Rule of St. Benedict and the Interior</td>
<td>Discussion Post and Peer Response up to 50 points</td>
<td>Post to group discussion board October 11 @2pm</td>
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<tr>
<td>Imagined Interiors Research Project</td>
<td>Low Hanging Fruit Report</td>
<td>Research Grade of up to 100 points</td>
<td>Upload October 2 @ 11:59pm</td>
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<tr>
<td>Imagined Interiors Research Project</td>
<td>Discussion Board Draft</td>
<td>Participation Grade of up to 50 points</td>
<td>Upload to group discussion board October 16@11:59pm</td>
</tr>
<tr>
<td>Imagined Interiors Research Project</td>
<td>Comments on Peer Papers</td>
<td>Discussion Board Grade of up to 50 points</td>
<td>Upload to group discussion board October 18@11:59pm</td>
</tr>
<tr>
<td>In-Class CVAD Laptop Exam</td>
<td>Exam #2</td>
<td>Exam Grade of up to 100 points</td>
<td>October 25 in class</td>
</tr>
<tr>
<td>Imagined Interiors Research Project</td>
<td>Writing Center Visit with your first draft</td>
<td>Participation Grade of up to 50 points</td>
<td>November 8 at 11:59pm</td>
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<tr>
<td>In-Class CVAD Laptop Exam</td>
<td>Exam #3</td>
<td>Exam Grade of up to 100 points</td>
<td>November 29 in class</td>
</tr>
<tr>
<td>Imagined Interiors Research Project</td>
<td>Final Draft of Research Paper</td>
<td>Research Grade of up to 150 points</td>
<td>Upload to Canvas December 6 at 11:59pm</td>
</tr>
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</table>

**Course Evaluation**

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to confidentially provide constructive feedback to their instructor and department to improve the quality of student experiences in the course.

**Course Policies**

**Assignment Policy**

Assignment deadlines are listed in this syllabus. Instructions and a Word document template to use are in the Pages tab for each assignment. All written assignments must be composed in Word and saved as a
pdf for submission via the Canvas assignment submission portal. This course uses Turnitin to screen for
academic dishonesty. Assignments submitted in forms that Turnitin cannot read will not be graded.

Instructor Responsibilities and Feedback
The instructor facilitates your learning of course material and skills through rigorous course development
according to disciplinary standards and progressive pedagogy. The instructor assists you in being
successful in the course by communicating regularly, providing feedback on assignments, and grading in a
timely manner.

Late Work
Late work is not accepted, even if it is just a few minutes late. Work well ahead of every deadline to avoid
missing the cutoff day/time.

The University is committed to providing a reliable online course system to all users. However, in the
event of any unexpected server outage or any unusual technical difficulty which prevents all UNT
students from completing a time sensitive assessment activity, the instructor will extend the time
windows and provide an appropriate accommodation based on the situation. Students should
immediately report any problems to the instructor and contact the UNT Student Help Desk:
helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help
Desk will work with the student to resolve any issues at the earliest possible time.

Attendance Policy
Your success in this course will depend, in part, upon your attendance and active
engagement. You are expected to be in attendance at every class meeting.

An illness or emergency may cause you to miss class. Please do your best to inform your instructor if you
will be absent, ideally beforehand but afterwards if necessary. If you experience serious personal or
academic problems that interfere with your attendance please let me know before it affects your
learning and grade.


Syllabus Change Policy
This syllabus is subject to change at the instructor’s discretion.

UNT Policies

Academic Integrity Policy
Academic Integrity Standards and Consequences. 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.

All work submitted for a grade in this class must be written in your own words and original to this term.
You may not copy or transcribe anyone else’s material, including but not limited to websites, museum
publications, books, or articles. You may not reuse work previously uploaded or submitted to this or any
other class, either your own or another person’s. Students may not share quiz answers in any format,
including but not limited to verbal, written, digital, and image-based communication. Students found to
violate this policy will be sanctioned with penalties ranging from zero on the assignment to a failing grade in the course. All offenders will be reported to 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/).

**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) to learn more.

Access to Information – Eagle Connect
Students' access point for business and academic services at UNT is located at: 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).

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) 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/) or email 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 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.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation
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/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to
completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

**University of North Texas Compliance**

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

1. Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

2. Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, 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) 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).

**Use of Student Work**

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student’s permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.
If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student’s written permission.

Download the UNT System Permission, Waiver and Release Form

**Transmission and Recording of Student Images in Electronically-Delivered Courses**

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.

2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.

3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

   Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.

**Academic Support & Student Services**

**Student Support 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)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services)
- [UNT Care Team](https://studentaffairs.unt.edu/care)
- [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- [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.

Below is a list of additional resources regarding pronouns and their usage:

- What are pronouns and why are they important?
- How do I use pronouns?
- How do I share my pronouns?
- How do I ask for another person’s pronouns?
- How do I correct myself or others when the wrong pronoun is used?

Additional Student Support Services

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

Academic Support Services

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