ART 1500.001
Drawing I
Lecture and Laboratory
University of North Texas College of Visual Arts and Design

SYLLABUS
Instructor: Rachel Black, Senior Lecturer
Rachel.Black@unt.edu
Lecture: Mondays 12-12:50, Room 116, SAGE Hall
Laboratory: Room 278, Hickory Hall, 1417 W. Hickory St. Times vary.

Course Description
Development of drawing skills based on art elements and concepts. Concurrent enrollment in lecture and laboratory components is required. No prerequisite.

Required Textbook

Course Objectives
The goals of this course are:
- to cultivate your ability to translate visual relationships onto a two-dimensional surface
- to introduce media and methods of drawing and seeing
- to present approaches and terminology for critiquing artwork
- to introduce and expand your understanding of the elements and principles of art

Course Structure and Evaluation
This course comprises one lecture and two studio lab sessions per week. Since a different instructor teaches each section, classroom activities will vary. Expect to spend time outside of the scheduled lab sessions on work for this class. You will complete 9 projects over the course of the semester. At the end of each project, an in-class critique will be conducted in lab and you will receive a grade for your work. You are encouraged to work further on the drawing, or complete a new drawing, based on the feedback you are given. You will have the opportunity to turn this work in for added points at designated times throughout the semester.

Projects (a total of nine): 75%
Sketchbook A: 8%
Sketchbook B: 7%
Quizzes (average score): 10%

The sketchbook is an ongoing, self-guided part of this class. As a general rule, spend approximately 2 hours a week working in your sketchbook. You should use it to take notes in class, to make note of important terminology from your textbook reading, and to record feedback from your instructor and classmates in critique. Each Project will require exercises to be completed in the sketchbook. You will also be making regular sketchbook entries in your research for *Motif*. 
Quizzes will be given periodically in lab and will be based on assigned reading from the textbook, terminology and approaches presented in class, and handouts. Your assigned reading provides you with important terminology and context for the skills we are learning in class and your commitment to completing it will aid in your success. Missed quizzes cannot be retaken, regardless of whether an absence is excused. Your lowest quiz grade will be dropped before the average is figured. You will receive a zero for projects not turned in on the due date. Late work is not accepted in this class. However, late projects should still be completed. You will have the opportunity to turn them in for credit at designated points during the semester. Note: A project completed for a Second Chance grade does not eliminate a zero. See page 5 of this syllabus for more information.

Attendance and Conduct
Attendance is mandatory for all lecture and lab sessions. Three unexcused absences are allowed over the course of the semester. Four or more unexcused absences will result in a penalty of one letter grade per absence. Three late arrivals or early departures will together count as one absence. The highest final grade a student with four unexcused absences can receive is a B, and a student with five unexcused absences can get no higher than a C. A student with six absences can get no higher than a D, and a student with seven unexcused absences automatically fails the course.

Up to two additional absences will be excused in extenuating circumstances with proper documentation. An Excused Absence Request Form with proper documentation must be turned in to your lab instructor upon your return to class. A funeral, medical emergency, or similar emergency circumstance may qualify to be excused, but this is subject to approval following the receipt of your documentation. Absences or tardies due to car trouble, scheduled doctor visits, work responsibilities, and traffic jams will not be excused. This attendance policy is non-negotiable and is the same policy which is in place for all Core students.

See the Undergraduate Course Catalog for university policy regarding absences due to sponsored activities (such as sports) and religious holidays. Students involved in such activities are encouraged to have absences approved in advance or as early in the semester as possible. Any absences which are not approved or noncompliant with these terms are automatically considered unexcused. Note that each lecture or lab session that you miss counts as a distinct absence.

Attendance is taken during each class session via a sign-in sheet. If you do not sign the sheet, you are counted absent. If you miss class, you are responsible for the topics we covered and the projects that were assigned in your absence. Ask your classmates what you missed, check Blackboard (https://learn.unt.edu/) and ask your lab instructor for pertinent project sheets and handouts. All handouts, forms, and lectures are posted on Blackboard for your review. If you must miss class on a day when a project is due, make arrangements for a friend or classmate to deliver your work.

Food is not allowed in class during work time. You may snack during breaks only. Food is not allowed in the lecture hall.

Cell phones, laptops, and personal stereos may not be used during class.

You should be drawing and actively working during class time. If you have completed the assigned project, you are expected to be working in the sketchbook. Idle time during class is not acceptable.

Photographing still lifes, models, or other subject matter is not permitted. This class is intended to enable you to draw from life.

Academic Misconduct
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; or (d) any other act designed to give a student an unfair advantage. The term plagiarism includes, but is not limited to: (e) 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 (f) 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 their instructor promptly. Acts of academic misconduct will result in a grade of F in the course and disciplinary action.

Financial Aid Satisfactory Academic Progress - Undergraduates
A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Students cannot exceed attempted credit hours above 150% of their required degree plan. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. Please visit http://financialaid.unt.edu/satisfactory-academic-progress-requirements for more information about financial aid Satisfactory Academic Progress. It may be wise for you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course being doing so.

Disabilities Accommodation
Please notify the instructor if you have a disability that requires accommodation. It is also required that you register with the UNT Office of Disability Accommodation, Sage Hall, Room 167. The College of Visual Arts and Design policy on accommodation is available upon request in the CVAD Dean’s offices, Room 107. Further questions and problems on accommodation may be addressed to Associate Dean Eric Ligon, School Accommodation Liaison, Art Building, Student Advising, Room 111.

General Problems and Concerns
Please direct all problems or concerns to your lab instructor before or after class. If the problem is not resolved, email me at Rachel.Black@unt.edu. You are welcome to visit my office at Hickory Hall Room 264A. My office hours are Mondays and Wednesdays 10:30-noon. If this time does not work with your schedule, request an appointment via email.

I cannot discuss your grade via email. All grade inquiries must be made in person. Follow the chain of command: only after your lab instructor and professor have been consulted about any matter should you bring it to a divisional chair or dean.

Classroom Safety
According to University Policy, this course is classified as a Category 3 course. Students enrolled in this class will be informed of potential health hazards or bodily injury connected with the use of any materials and/or processes. You will be instructed how to use the materials safely.

Emergency numbers: 940-565-3000 (Campus Police) OR 911
Building Emergency Procedures
In case of emergency (alarm will sound), please follow the building evacuation plans posted on each floor of the building and proceed to the nearest parking lot. In case of tornado (campus sirens will sound) or other weather-related threat, please go to the nearest hallway or room on your floor without exterior windows and remain there until an all-clear signal is sounded. Follow the instructions of your instructor and act accordingly.

Center for Student Rights and Responsibilities
Each University of North Texas student is entitled to certain rights associated with higher education institutions. See www.unt.edu/csrr for further information.

Disclaimer
The instructor reserves the right to modify the syllabus, supply list, and timelines to help students perform to the best of their ability.
ART 1500: DRAWING I FALL 2015
PRESENTATION REQUIREMENTS

When submitting a drawing, prepare it as follows:

Always have work ready to turn in at the beginning of class on the due date. You may not utilize class time to spray fix, collect, or label the work.

Draw on one side of a sheet of paper only. Use the type of paper specified.

Take the time to remove unintentional smudges and fingerprints, and use fixative on pencil, charcoal, or conté works. Spray the fixative a safe distance from the work, (ten or twelve inches) preferably with the work set up vertically (spraying downwards may result in drips which can ruin your artwork).

Never use corrective fluid such as White-Out on a drawing to “erase mistakes.”

Spiral edges should be carefully removed with an x-acto knife, or removed at the provided perforation.

Artwork should be protected by a slipsheet (usually a piece of clean newsprint) which is the same size of the drawing when turned in for grading. Label the slipsheet with your name, the date, section, and project name, i.e. “Shape.” Do not use tape to affix your slipsheet to the drawing. You may simply place the slipsheet on top of the drawing, arrange everything you are required to turn in into a stack, and clip with binder clips or paper clips. ***Use bulldog clips to clip paper to your drawing board when working in the studio. Do not use them to clip together finished work, as they are too big and clumsy and may damage your drawings.

A note on signatures: Do not allow your signature to be a distraction! It should not be the first thing a viewer notices when looking at your work. I recommend labeling the back of your drawing with your name in pencil ONLY (no pen or charcoal). If you choose to sign the front of the piece, use the same media that the drawing was completed in. For instance, do not use pen to sign a charcoal gesture drawing.

Ripped or torn edges, uneven edges, dirt, or general messiness will result in points lost.

In the sketchbook, all bets are off. You may use a variety of media, draw on fronts and backs of sheets, glue and clip in drawings and collages, etc. However, you should make some effort to preserve the work in your sketchbook. Use spray fixative on drawings which will transfer (conté, charcoal, soft pencil, etc.), and consider protecting them with small slipsheets. For a pretty option, use archival translucent tissue or tracing paper.

Make sure your name appears somewhere clearly on your sketchbook, and date your entries. Label your entries (i.e. “Shape”) and number your Motif sketches. Make it a goal to spend at least a couple of hours a week in the sketchbook as homework.

You must have a unique sketchbook which will include work for this class only. Please do not combine sketchbook entries for Design or any other classes in your Drawing I sketchbook.

Drawings which are submitted for credit in this class must have been completed THIS semester, for THIS class only. This includes sketchbook entries.
ART 1500: DRAWING I FALL 2015
Sketchbook Due Dates and Second Chance Opportunities

SKETCHBOOK A
DUE W 7/TH 8 October
- Sketchbook assignments from Shape, Contour, Sighting & One Point (see project sheets)
- 25 Motif entries
- Lecture notes through 10/5
*SECOND CHANCE, Shape and Contour

SKETCHBOOK B
DUE M 16/T 17 November
- Sketchbook assignments from Conté, Drapery, and Elm Fork (see project sheets)
- 25 Motif entries
- Lecture notes through 11/16
*SECOND CHANCE for Sighting & Organizational Line, One Point Perspective, and Conté

DUE W 2/TH 3 December
*SECOND CHANCE for Motif and Drapery

Note: There will be no Second Chances for Elm Fork and Charcoal Study (Atmospheric Perspective).

*Second Chance additional point opportunity
You have an opportunity to improve graded projects to add points.
Note: Original project grades stand in all instances. Second Chance opportunities will improve your overall project average but will not change original grades.

If the original grade is a zero, the drawing will be graded and half credit assigned. For instance, if the Second Chance drawing earns an 85, you will receive 42.5 points added to your project points total.

If the original drawing was turned in, you have the opportunity to receive up to 15 additional points added to your project points total. For instance, if you received a 70 for the original project grade, you may create a new drawing or improve the original. You can earn up to 15 additional points depending on the quality of the new piece or the improvements added to the original. If the improvements are minimal, your TA may give an additional 5 points. If the changes greatly improve the piece, your TA may give an additional 15 points.

Second Chance improvements or new drawings will only be accepted on the dates listed.
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SUPPLY LIST
The art supplies required for art 1500: Drawing I may be purchased as a kit through area art stores and the UNT Bookstore. All items in the kit may also be purchased individually. Be prepared with supplies on the second lab session. Additional items not listed below may be required during the course of the semester, and prior notice will be given by at least one class period. Brand substitutions are unacceptable.

Paper and Portfolios
Portfolio envelope with handles, 24” x 36"
Drawing board: 24” x 36” sheet of masonite and two bulldog clips
Spiral sketchbook, 9” x 12” or larger
Pad of drawing paper, 18” x 24”
Pad of newsprint paper, 18” x 24”
High-quality rag paper, Rives BFK, white, 22” x 30”, four sheets
Toned pastel paper, Canson Mi–Teintes, neutral gray color with a medium value (such as Steel Gray) and black (Stygian Black), two sheets each color for a total of four
One sheet of illustration board, 18” x 24”
OPTIONAL: separate sketchbook for motif drawings

Drawing Media
Drawing pencils, assortment, 6B, 4B, 2B, HB, 2H (optional: 4H)
Derwent graphite sticks, 1 soft, 1 medium
Faber Castell 8 pack assortment of Pitt artist pens (black)
Wide-tip black permanent marker
Conte crayons, one white, one sanguine (natural), and one black, soft (B)
Compressed charcoal, box of twelve square sticks
Vine charcoal sticks, assortment, 4 mm, 6 mm, and 10 mm, soft
Wrapped charcoal sticks, Berol, one medium and one extra soft
India ink, Higgins or equivalent, 1 oz bottle, black
White synthetic eraser
Click-type synthetic eraser with refills, Pentel Clic or equivalent
Kneaded eraser
Twist-type pencil sharpener

Miscellaneous
Watercolor brushes, 1/2” flat and #8 round (student grade is acceptable)
Workable spray fixative, Krylon or equivalent, one can
Ruler, 18” stainless steel with cork or rubber on back
X-acto knife, #1 or #2, with extra blades
Scissors
Masking or drafting tape
Plastic mixing cups (such as baby food bottles or yogurt cups)
Container for supplies (tackle or tool box works well)
Apron or studio shirt (optional)
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SYLLABUS CONTRACT

Students: Complete the Syllabus Contract and turn to your lab instructor. Your contact information is for emergencies only and will not be shared.

Printed Name_________________________________________ Student ID #__________________________

Section______________ Telephone_________________________ email______________________________

Acknowledgment
I have read the syllabus and understand what is expected of me in this course. I understand the course structure, grading, and attendance policies as well as the risk factor rating. I have had the opportunity to ask questions. I hereby agree to the syllabus and its provisions.

course number and section risk rating

Signature_________________________ date__________________________

Artwork Waiver (OPTIONAL)
I grant the Core Program and its representatives permission to use my artwork on their website and in forthcoming publications, and share it in lecture.

Signature_________________________ date__________________________