

Fall 2025

ASTU 3203.502: FIGURE DRAWING II

Randal (She/her/hers)

M/W: 2:00PM-4:50PM

Art 456

Office Hours: T/TH: 2:00PM-4:00PM *by appointment* through Zoom or in-person

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Raphael, Battle of Nude Warriors with Captives, 1506-1507, pen and brown ink over black chalk

"The whole world is beautiful; the art is in the seeing." – Camille Pissarro

COURSE DESCRIPTION: 3 hours. Investigations in both historical and contemporary use of the figure from academic negotiations of the figure (anatomy and nude models), conceptual and narrative territories and the use of expanded drawing media.

Prerequisites: ART 3202.

COURSE CONTENT: This drawing class is designed to further develop your observational abilities and rendering skills, and to provide a concentrated investigation of anatomy, gesture, proportion, light, space, form, and composition. Emphasis will be on realism using traditional academic drawing techniques. This will include a period of in-depth anatomical lectures and studies from life, which will be followed by longer poses. We will be using primarily charcoal, conte, and graphite, etc., feel free to use other media as directed— as long as you can achieve a high level of subtlety and a full value range, it will work.

Course Content Statement

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, and 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.

Class Participation Expectations

I expect you to attend every class on time. You are responsible for completing all the required assignments. You must print out any images from the readings/ anatomy charts that will assist you during class anatomy exercises. I expect all students to participate in class drawings, discussions, readings, and critiques. Please respect the figure models. Many times, there are unexpected events where the models may not arrive as planned. As artists, we will be flexible and use our creativity during these challenges. You are expected to assist in maintaining a classroom environment that is conducive to learning. To assure that everyone has the maximum opportunity to learn during class, unless otherwise approved by the instructor, you are prohibited from using cellular phones, checking your email, or surfing the internet, updating your social networking sites, eating in class, making offensive remarks, sleeping, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in, minimally, a request to leave class, which will be counted as an unexcused absence. Visit UNT's Code of Student Conduct (<https://deanofstudents.unt.edu/conduct>) to learn more.

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.

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 based on 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) (https://clear.unt.edu/online-communication-tips) for more information.

COURSE OBJECTIVES:

- Acquire foundational knowledge and skills in the use of basic tools, techniques, and processes sufficient to work from concept to finished product, including knowledge of drawing media and surfaces.
- Develop acute observational skills and hand-eye coordination, using the figure as our primary subject.
- Acquire knowledge of mark making. Learn many approaches to drawing including duration, eye-hand coordination, accuracy, pressure, mass, line, variety of formal methods, shape, form and six values of light and shadow.
- Further develop your sensitivity accurate shapes, proportions, values, and gestures.
- Excel at translating 3-dimensional forms onto a flat 2-dimensional drawing.
- Develop an understanding of, and sensitivity to, the various media used throughout the course.
- Explore possibilities for innovative imagery and manipulation of techniques.
- Experience in-depth lectures on human anatomy as it applies to artists.
- Exposure to a variety of artists who address the figure. Place works in historical, contemporary, cultural and stylistic contexts of drawing.
- Exploration of the possibilities of various media and diverse conceptual modes available in life drawing including modes of specific aesthetic intent and conceptual position
- Learn and apply specialized vocabulary of art and design to critique, analyze and evaluate drawings

COURSE OUTCOMES: Upon successful completion of this course, students will:

- Build a sensitivity to value relationships (both general and subtle, large and small) by investigating how light interacts with 3-dimensional forms/spaces.
- Mastery of the traditional technical and conceptual approaches to drawing.
- Have a more in-depth understanding of the human figure, including a deeper understanding of human anatomy and how it informs surface morphology.
- Contextualize work through stylization of artists by understanding history, current issues and direction of the artistic discipline.
- Develop imagination and design thinking skills
- Participate in critiques of own work and works of others.
- Produce personal artworks demonstrating technical skill, innovative and expressive ideas and disciplinary knowledge

- Begin to develop a stylistic/conceptual direction that will serve as a foundation upon which future studio research can build.

COURSE REQUIREMENTS:

Participation in critiques, and completion of all in-class and homework assignments. Prepared to work in class, with appropriate materials, and on time each day. **All work must be photo documented, and images uploaded into canvas to receive credit.**

COURSE STRUCTURE: Lectures and demonstrations will guide students through the principles used to understand and represent the human form. Studio drawing from the model will allow students to become familiar with the process of observation and recording, along with materials/techniques. The final group critique will help students verbalize critical thinking and engage in critical discourse. There will be occasional homework assignments that serve to reinforce the in-class exercises.

The semester will be split into three main sections:

- 1) Anatomy lectures, each followed by a study working from the model
- 2) Long pose drawings
- 3) Color & Narrative

REQUIRED TEXTBOOKS & OPTIONAL COURSE MATERIALS: There are no required texts for this course, but the following is a list of suggested reference books:

FOR DRAWING:

“The Figurative Artist’s Handbook”, Robert Zeller

“The Artist’s Complete Guide to Figure Drawing”, Anthony Ryder

“Lessons in Classical Drawing: Essential Techniques from Inside the Atelier”, Juliette Aristides

“Guide to Drawing”, Daniel Mendelowitz (good book for general drawing practices)

FOR ANATOMY:

“Human Anatomy for Artists: The Elements of Form”, Eliot Goldfinger

“Artistic Anatomy”, Dr. Paul Richer and Robert Beverly Hale

ASSIGNMENTS & ASSESMENTS:

70% STUDIO WORK:

Anatomical studies: lower torso, shoulder girdle, head, arm, leg (2 points each, 10 points total), One-session Skeleton drawing (5 points), Two-Session drawing: Skeleton Overlays (10 points), Best One-Session or Two-Session drawing (5 points), Figures in Space (10 points), Four-Session Pose (1) (15 points), Four-Session Pose (2) (15 points).

20% HOMEWORK ASSIGNMENTS:

Sketchbook assignments (2 points), Self-portrait (5 points), master copy (3 points), final project (10 points)

10% PARTICIPATION IN CLASS, MIDTERM, & FINAL CRITIQUE

Research presentations (5 points), Presentation of your work, engagement (verbal/mental) in critique of your peers’ work. (5 points)

Assignments are neither turned in, nor graded individually (unless otherwise specified). They will be reviewed based on the calendar of critiques and image submission uploads to canvas. To be clear -- this does not mean that you can procrastinate and cram them all in before a critique, and still receive a good grade. I expect you to complete work according to the schedule. We will meet regularly for in-progress critique. Your work from week 1-7 is graded collectively at the midterm critique. The final critique is an opportunity to review all of your work from the semester.

Grading

Grades are based on mastery of technique, and a successful visual demonstration of the principles covered in each exercise. Assignments are assessed primarily on accuracy of drawing (proportion/shape) and value, along with composition and clarity of form. Other factors determining your grade are attitude, participation, professionalism, and cumulative development in the course. Cumulative development is shown in your ability to integrate previously covered course material into subsequent assignments. Professionalism is demonstrated by preparedness, effective use of class time, and consideration for your instructor and your colleagues. Participation grades include presenting work and engaging in critiques. A midterm progress report will be given halfway through the semester. Throughout the semester keep your work **protected** and in **good condition**.

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)

A (excellent): excellent understanding of concepts, exceptional craftsmanship, effort, and growth.

B (above average): strong awareness of concepts, exceptional effort, adequate craftsmanship, and noticeable improvement.

C (average): moderate improvement, and adequate awareness/effort/craftsmanship.

D (inferior): below average attempts in class work, attendance, and participation.

F (failure): Lack of attempt in class and at class participation, does not meet the basic requirements, and lacks visual awareness.

COURSE SCHEDULE:

The course schedule reflects expected class progress in course subject matter and is considered tentative. The course schedule is subject to change in content and scope at the Course Instructor's discretion.

DATE	TOPICS & ASSIGNMENTS	HOMEWORK ASSIGNED/DUE
8/18	INTRODUCTION: Syllabus, materials, studio guidelines	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils, charcoal, eraser) for next session.

8/20	DEMO: Short Gesture Scaling the figure, materials and techniques, anatomical landmarks, Intuitive Drawing	Newsprint, Vine Charcoal Begin Master copy
8/25	DEMO: Long Gesture Value and form, measurement techniques, Proportion, Contrapposto	Newsprint, Strathmore Drawing Paper, Vine Charcoal, Compressed Charcoal, Blending Stump, Chamois Cloth, Charcoal Powder, Erasers (Kneaded, Plastic, Retractable), Spray Fixative Continue work on Master copy
8/27	DEMO: FIGURE W/VALUE , one-session drawing	Strathmore Drawing Paper, Vine Charcoal, Compressed Charcoal, Blending Stump, Chamois Cloth, Charcoal Powder, Erasers (Kneaded, Plastic, Retractable), Charcoal Pencils, Spray Fixative Continue work on Master copy Prepare to bring large format paper (Stonehenge 22x30), sandpaper/ Mono Sanding Eraser, conte crayons
9/3	Demo: One-Session: Skeleton in space, Contour, Pentimento, measurement techniques	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils or charcoal, eraser) artist's tape. and tracing paper for next session.
9/8	Two-Session drawing: Skeleton Overlays Lecture: Self Portrait	Prepare to bring basic drawing materials (Strathmore paper, graphite pencils or charcoal, eraser) tracing paper, artist's tape, and sketch book for next session. Begin self portrait
9/10	Two-Session drawing: Skeleton Overlays (Continued)	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils or charcoal, eraser) tracing paper, artist's tape, and sketch book for next session. Continue work on self portrait
9/15	Anatomy lecture 1: Torso , Torso Study	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils or charcoal, eraser, conte, etc.) Sketchbook: Torso study in preparation for self portrait Continue work on self portrait
9/17	Anatomy lecture 2: Shoulder Girdle , Shoulder Girdle Study	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils or charcoal, eraser, conte, etc.) Sketchbook: Shoulder Girdle Study Continue work on self portrait
9/22	Anatomy lecture 3: Head and Neck , Head and Neck Study	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils or charcoal, eraser, conte, etc.) Sketchbook: Head and Neck Study in preparation for self portrait Continue work on self portrait
9/24	Anatomy lecture 4: Arm and Hand , Arm and Hand Study	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils or charcoal, eraser, conte, etc.) Sketchbook: Arm and Hand Study in preparation for self portrait Continue work on self portrait

9/29	Anatomy lecture 5: Leg and Foot, Leg and Foot Study	Prepare to bring basic drawing materials (paper, newsprint, graphite pencils or charcoal, eraser, conte, etc.) Sketchbook: Leg and Foot Study in preparation for self portrait Continue work on self portrait
10/1	Two-Session Drawing	Charcoal, Graphite, Ink, Conte, Appropriate substrate and tools
10/6	Two-Session Drawing (continued)	Charcoal, Graphite, Ink, Conte, Appropriate substrate and tools
10/8	MIDTERM CRIT: *during midterm critiques you will be working independently on a two-session drawing.	*All studio work due for review, along with self-portrait, sketchbook, master copy.
10/13	MIDTERM CRIT: *during midterm critiques you will be working independently on a two-session drawing.	*All studio work due for review, along with self-portrait, sketchbook, master copy.
10/15	Lecture: Final Project, Figures in space	Prepare to bring large format paper (Stonehenge), sandpaper/ Mono Sanding Eraser, conte crayons Prepare final project research presentations.
10/20	Figures in space (continued)	Prepare final project research presentations.
10/22	Final project research presentations.	3-5 Minutes Max. Use this as a pitch for your final project. We will brainstorm and work together as a class to conceptualize. Aim to show art historical references, contemporary art references, anything informing or inspiring your research (art related or not), reference photos, sketches, mood boards.
10/27	Demo on Color: Begin 4-Session Narrative pose 1	Bring assorted papers, ink, crayons, pastels, etc. Start Final Project (Multiple figures in a space to reveal a truth). Recommended: Caran d'ache Neocolor II on Masonite hardboard or Canson mi tientes paper
10/29	Figure in Color: 4-Session pose (continued)	Bring assorted papers, ink, crayons, pastels Continue work on final project
11/3	Figure in Color: 4-Session pose (continued)	Bring assorted papers, ink, crayons, pastels Continue work on final project
11/5	Figure in Color: 4-Session pose (continued)	Bring assorted papers, ink, crayons, pastels Continue work on final project
11/10	Final 4 -Session Narrative pose 2	Bring appropriate materials for final pose. Open Media as long as realism and a full range of values can be achieved. Continue work on final project
11/12	Final 4 -Session pose (continued)	Continue work on final project
11/17	Final 4 -Session pose (continued)	Continue work on final project
11/19	Final 4 -Session pose (continued)	Continue work on final project
12/1	FINAL CRITIQUE: Group A	*All studio work due for review, along with homework assignments For critique, (Crit space 06, ART 450)

12/3	FINAL CRITIQUE: Group B	*All studio work due for review, along with homework assignments (Crit space 06, ART 450)
12/12	Final Studio Cleanup	All tape must be removed from floors, flat files cleared out, easels stacked, etc. All work and supplies left after 12:00 noon will be thrown out or donated.

ATTENDANCE POLICY

Attendance is mandatory, and obviously perfect attendance is the best way to achieve the objectives of this course. Roll will be taken at the beginning of each session, after which time you will be considered either absent or tardy. ***IMPORTANT*** If you come in late, it is *YOUR* responsibility to come to me during class to let me know that you are in fact there. Demonstrations and instructions are given at the beginning of class, and therefore it is crucial for you to both be here, and be here on time. The information given during class will not be repeated, and therefore: **It is your responsibility to get lecture notes/information from a classmate when you are absent. Please obtain the names, e-mail addresses, and phone numbers of 2-3 classmates today. Also make sure that you receive emails associated with your UNT account.**

Three unexcused absences are permitted over the course of the semester; the fourth unexcused absence automatically lowers your final grade by one letter, the fifth lowers the final grade by two letters, etc. In other words, 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 unexcused absences can get no higher than a D, and **a student with seven unexcused absences automatically fails the course.**

If you have excessive absences, consider withdrawing from the course. Make sure you are aware of the last day to withdraw from the course and add/drop deadlines. Tardiness/leaving early will also affect your final grade. Three tardies will count as one unexcused absence. If you should have to miss class due to illness or a family problem, please contact me immediately via e-mail. Absences will be excused only for severe medical conditions and *must* be accompanied by a note from the appropriate professional per UNT policy 06.039 (Student Attendance and Authorized Absences). Attendance policies are not negotiable and can result in a failing final grade, regardless of the quantity or quality of work produced during the semester. *Failure to attend your midterm critique will lower your final grade by one letter. You must attend both sessions of the final critiques. Missing your final critique will result in an "F". Missing the other day of final critiques will lower your final grade by one letter grade.*

Late Work / Make-Up Policy

Please contact me if you are absent from class. Work that is not turned in will receive a zero if there is no excused absence. I will allow students to turn in a second attempt drawing. You have until the final class day to submit/ resubmit any work.

Instructor Responsibilities and Feedback

I am committed to helping students grow and learn in this course. I will provide clear instructions for projects, demonstrations, lectures, assessments and promote scholarship and robust dialogue during the course. I will be reviewing and updating course content to improve the learning environment for student success. Students can anticipate a response regarding emails in 24 hours during weekdays. Grades and feedback should be posted in the gradebook

within 7 to 9 days after deadline. Students are encouraged to ask questions during lab time on their projects.

STUDIO GUIDELINES: Familiarize yourself with the “Studio Guidelines – Drawing” chart posted in the studio. You are expected to follow all of these guidelines throughout the semester.

Figure Drawing Studio expectations:

Be prepared for each class by bringing a sketchbook and writing utensil; bring appropriate drawing supplies and projects to each studio session. You will be assigned a flat file for your drawings. You may rent a locker in the hallway for your drawing supplies. Leave studio spaces in a clean and organized manner. Please put roll paper under your easel when drawing. This will allow cleanup to be much easier and catch all the charcoal dust. Food is not permitted in the lecture or studio spaces. Cell phones, laptop computers and personal stereos may not be used during class. No vaping, gum, alcohol, or illicit drugs are allowed in the studio.

END OF TERM DRAWING ROOM CLEAN UP: Clean all work (paintings, drawings, drawing boards and other materials) from flat files on Friday, December 12, 2025, at noon. Anything remaining after this clean up deadline will be considered trash. Many students have lost work due to leaving their work past this deadline. Do not forget!

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>.

While working in laboratory sessions, students enrolled in courses at UNT CVAD are required to follow proper safety procedures and 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 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.

HEALTH & SAFETY AREA SPECIFIC INFORMATION: DRAWING

1. Hazards of Media (inherent)

Educate yourself about the drawing materials you are using by reviewing the SDS for all materials you use.

Drawing materials are pigments suspended in “vehicles” such as wax (crayons), inert materials (pastels, conte crayons, chalks), clay (pencils), and liquids (solvent/water-based inks and marking pens). The hazards of traditional drawing materials arise from exposure to pigments, vehicles, and solvents, and are dependent on the toxicity of those elements. Exposure can cause a variety of health issues (for both you and those around you) ranging from skin irritation to lung cancer. The primary forms of exposure to these toxic materials are inhalation, contact, and accidental ingestion. See the “Best Practices” section for way to avoid/lessen exposure.

	PIGMENTS	SOLVENTS	PROPELLANTS	ADDITIONAL NOTES
Fixative				High exposure through inhalation of solvent and plastic particulates.
Spray Adhesive (not allowed in CVAD spray booths)				High exposure through inhalation of solvent and other toxic chemicals. Possible skin irritation.
Spray Paint				Very dangerous in all respects.
Pencils				No real hazards.
Charcoal/Chalk				Nuisance dust, but can cause chronic lung problems if large amounts are inhaled.
Pastel				Very dangerous because of the toxicity of pigments, and greater chance of inhalation.
Crayon/Oil Pastel				No real hazards, except if accidentally ingested.
Liquid Materials (solvent-based)				Solvent-based drawing inks and permanent felt tip markers often contain Xylene or Alcohol.

2. Best Practices

Working safely means becoming more knowledgeable about the hazards of the media that you work with, making changes in how you select and handle your art materials, and creating a healthier environment to work in. Many of these hazards can be prevented by following these guidelines:

- In case of emergency, call campus police at (940)565-3000 or call 911
- Wear gloves, wash hands regularly, and avoid any over exposure to materials.
- Try to brush items rather than spraying if possible.
- Never use aerosol media in the classroom. Use the spray booths provided.

- Never try to spray paint by blowing air from your mouth through a tube.
- Use the least dusty types of pastels, chalks, and charcoal
- Don't blow off excess pastel or charcoal dust with your mouth. Instead tap off the build up dust so it falls to the easel tray, trash bin, or floor.
- Wet-wipe or vacuum all surfaces clean of dusts. Do not sweep.
- Use water-based media rather than solvent-based media when possible.
- Alcohol-based markers are less toxic than aromatic solvent-based markers
- All solvent-based drawing inks and permanent markers should be used with good dilution ventilation.
- ***YOU MUST WEAR CLOSE TOED SHOES

3. Area Health & Safety Rules

All users of the studio classrooms are expected to follow studio area rules. If you have any questions, ask your instructor.

- Follow all CVAD Health and Safety handbook guidelines (the handbook should be reviewed by your instructor and can be found here: <https://art.unt.edu/healthandsafety>)
- Follow the CVAD Waste Management Chart in the classroom and other health & safety guidelines posted
- File an incident report (forms may be found in the CVAD H&S handbook and in the main office) within 48 hours of the event)
- Do not prop classroom doors. Doors are to remain closed to ensure the building HVAC and ventilation work properly
- Respect the workspace and your fellow classmates.
- Leave the space cleaner than you found it
 - Clean up and organize your surroundings
 - Throw away trash- whether it is yours or not
 - Wipe down your easels, drawing horse and floor area using a wet towel
 - Wipe down sinks at the end of class
- Respect other's work. Do not use or move other students' work/materials
- No food or drink allowed in the studio
- Practice best practices for material handling. If you have questions, ask your instructor
- Do not create "daisy chains" with multiple electric cords.
- No hazardous materials down the sink
- Store all flammables in the flammable cabinet. Always keep the flammable cabinet door closed.
- First aid kits are found in each studio. Notify your instructor or area technician.
- All courses must engage in the end of semester clean up.
- Only use your class's designated flat files for storage
- Theft will not be tolerated.
- Follow the **CVAD CONTAINER POLICY** (see below)

There are 3 types of labels used in CVAD.

All containers must have a label always identifying the contents.

UNIVERSAL LABELS (while chemical is in use):

All secondary/satellite containers for hazardous materials (or what might be perceived as hazardous -i.e., watered-down gesso, graphite solutions, satellite containers of solvents, powders, spray paints, fixatives, oils, solvents) must be marked with content, your name and the date opened. All unmarked containers will be disposed of with no notice. Labels can be found in the studios. All containers must be marked with your name, contents and date opened.

UNIVERSAL WASTE LABELS (when material is designated as waste):

All containers solely containing a universal waste must have a universal waste label identifying the contents as “Universal Waste - (type of universal waste)” that are designated as waste for proper disposal. The label must also include the date the first item of universal waste entered the container.

HAZARDOUS WASTE LABELS

All hazardous waste containers must have a label identifying the contents as hazardous. Labels should include all constituents in the waste mixture as well as an approximate percentage of the total for that item. All constituents should equal 100%.

MODEL GUIDELINES:

For the most part, the model will be unclothed. We will work with both male and female models of all different ages, body types, etc. Please treat the model with respect and consideration. Make sure you don't make comments about the model's appearance or say something that could be misinterpreted. Respect the model's personal space. Do not ask for the model's phone number or make any sexual advances. Generally, I will be the liaison between the students and the model (e.g., giving direction, making corrections to the pose, etc.)

- When the classroom door is shut, students may not enter the room until the model takes a break. Please sit outside quietly and wait.
- No touching, photographing, or emailing/ “instagramming” /tweeting or unnecessarily talking to the model is permitted. Photographing models is not permitted. This class is designed to develop your drawing skills from direct observation/ from life and not photographs. You will be referred to the Dean of student services if these rules are violated.
- The models will take breaks throughout each session. Students cannot leave the building or come back to the classroom late from these breaks. We will be critiquing in progress work during model breaks.

- Students should always treat models with respect. The models are living, breathing, human beings and are not mannequins. They will move and adjust positions through the sessions. As artists we must learn to find solutions and be open to concepts surrounding spontaneous gesture.

USE OF DEVICES:

Turn your phones to silent before class. Using your phone (e.g. handling, looking at, swiping, etc.) in the classroom, at any time and for *any* reason, is *absolutely prohibited*. The studio is “phone-free”, regardless of whether the model is posing or even present. If it is an emergency, go outside or wait until the break. If you’re planning on listening to your own music, prepare for it **outside** of the classroom. If you’d like to take progress shots of your work, do so **outside** of the classroom. I will tell you if there is ever an exception to this rule.

If I see you using your phone in the studio, regardless of whether the model is posing or on break, you will be given a warning. If it happens a second time, your final grade will be lowered one letter grade...a third time, two letter grades, etc. No exceptions. Photographing models or other subject matter is obviously not permitted.

MATERIAL DEADLINES: You must have all materials from the list below. They will be broken up so that you don’t have to purchase them all at one time, although it is better if you can. I will be providing information in class regarding what you will need for the proceeding session, so please keep in touch with your fellow students if you miss class. ***IMPORTANT*** If you don’t have the required materials by the deadline on more than two occasions, *your final grade will be dropped one full letter grade*.

***Please Wear Closed-toed shoes during this course. Easel ledges are heavy metal and occasionally can fall.**

Please label all of your supplies with your name with black permanent marker. One flat file will be assigned to you in the classroom for storage of paper, drawing board, and your drawings. A locker can be rented in the art building for additional larger storage.

All lockers and flat files must be emptied by the end of the semester. Please note end of the semester clean up dates which will be posted in the classroom.

Not all of these materials need to be immediately purchased. I will go over materials in class. Blick.com has many items for sale. You may have some of these materials already from previous art classes.

<http://www.dickblick.com>

<http://www.jerrysartarama.com>

Voertman’s (940) 387-1313

Michael’s (940) 891-0726

Hobby Lobby (940) 387-4471

Please try to have these materials by Wednesday, August 20:

1. Newsprint pad: 18"x24"
2. Assortment of vine Charcoal, pencils, black permanent marker
3. White Strathmore 80lb paper pad "18x24"
4. Drawing board 24"x 36" (1/4 in. foam board/ can get a piece of Masonite cut at Lowes or Home Depot, cvad woodshop)
5. 9"x12" sketchbook

MATERIALS (write your name on everything):

- Large drawing board (½ in. foam core, ¼ in. plywood, or masonite), cut down to 19 x 25" so it's just a bit larger than your drawing pad
- Large Paper or cloth Portfolio
- Large bulldog clips, 2-4
- Newsprint Pads, 18" x24" and (24"x 36" is optional)
- Drawing paper: 18 x 24 in. drawing paper (*Strathmore* 400 Series w/ brown cover)
- Stonehenge or Rives BFK (roughly 2 sheets 22"x30"), For larger assignments Voertmans has a roll that is 50in. wide.
- Canson Mi-Tentes paper, grey, additional colors will vary (Value & Drawing with color projects)
- Sketchbook for sketching, writing, notes, etc. Approx. 9 x 12"
- Vine Charcoal and willow charcoal , box of assorted sizes including jumbo sticks (soft and medium preferable). (Bob's Fine Vine Charcoal)
- 1 jumbo stick of vine charcoal OR powdered vine charcoal
- Charcoal pencils (2B, 4B, 6B)
- White charcoal pencil
- Compressed charcoal
- Graphite stick (optional)
- White, black, sepia, sanguine(red) conte crayons
- Blending stumps, at least one large one. Look for stumps ("estompe") as opposed to tortillons
- Chamois cloth
- Fluffy soft brush (e.g. blush applicator, Chinese calligraphy brush)
- Graphite pencils (HB or B, 2B, 4B, 6B, 8B). Steadler Mars Lumograph Black 8B or Kimberly 9XXB are ideal for darks.
- Kneaded eraser
- White rubber eraser
- Mono sanding eraser
- Retractable eraser (*Factis* or mono brand)
- Green/ or blue artist's tape 1 in.
- Sharpie marker
- Spray Fixative (workable). To be used at home or in spray booth. 1 bottle
- Straight-edge razor or cheap retractable utility knife (for sharpening pencils)

- Sanding pads, or Sandpaper (180 grit, 1 sheet)
- Tool/Tackle box, or *ArtBin* to organize your materials
- Cropping tool (View Finder), either store-bought or home-made with two L shape pieces of cardboard
- One small bottle of Higgins india ink
- Medium size brushes: 8 flat, 8 round, 8 oval synthetic brush
- 1 inch and/or 2 inch soft flat synthetic brushes for creating large washes
- Scissors, exacto knife, single razor blade for soft pastels
- Small fine metal pencil sharpener
- aluminum cans to collect pencil shavings or use for water
- Plastic dish with small cups for ink washes
- Caran d'Ache Neocolor II Aquarelle Artists' Pastel Set - Assorted Colors, Set of 10
- The instructor may ask you to experiment with other suggested materials.

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/sap>

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.

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.

Limited Use of AI

Throughout the semester, you will or may use specific Generative AI (GenAI) tools for certain assignments, with guidance on responsible use. These assignments help build ethical resilience and GenAI literacy, preparing you for careers in a GenAI-oriented workforce. I do not typically use GenAI. However, I will always disclose how I use GenAI, and I expect the same from you. In accordance with the UNT Honor Code, unauthorized use of GenAI tools is prohibited. Using GenAI content without proper credit or substituting your own work with GenAI undermines the learning process and violates UNT academic integrity policy. If you're unsure whether something is allowed, please seek clarification.

DISABILITY ACCOMMODATION

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.

BUILDING EMERGENCY PROCEDURES: In case of emergency (alarm will sound), please 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, 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 teachers and act accordingly.

EMERGENCY NOTIFICATION & PROCEDURES:

UNT Emergency Guide: <http://guidebook.com/app/emergency/guide/unteitmerge...>

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.

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: eagleconnect.unt.edu/

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 [insert administration dates] 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 at www.spot.unt.edu or email spot@unt.edu.

Survivor Advocacy

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.

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) (<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.

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) (<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/>)

DISCLAIMER: I have the right to modify the syllabus, schedule, and supply list at any time. It is your responsibility to be aware of these changes (either by attending each session or communicating with your fellow students).

