University of North Texas  
College of Visual Arts & Design  
Beginning Drawing & Painting: Painting I  
Fall 2023  

ART 2201.507  
Room 466  
Monday & Wednesday  
11:00 am - 1:50 pm  

Sarah DePetris (she/her)  
sarah.depetris@unt.edu  
Office Hours: by appointment  
M/W 10:30-11 & T 1:00-2:00  

**COURSE DESCRIPTION**  
Introduction to contemporary painting practices and issues, including the study of methods and materials (oil, acrylic, tools, building of supports and surfaces), composition, value, color, and pictorial space centered on observation. Focuses on the capacities of painting and introduces students to technical and historical issues central to painting. Prerequisite(s): ART 1600; ART 1700 or ART 1800.

**COURSE OBJECTIVES**  
This course will offer a general overview of the various methods used in oil and acrylic painting. In addition, students will begin and/or continue developing their personal voice, vision and approach to painting and artmaking, as well as a general concept of art and art theory. Experimentation within the confines of the various assignments is welcome and encouraged.

**COURSE STRUCTURE**  
A great deal of work on paintings will be done in class and will take up to two weeks to complete. You are welcome and encouraged to use the painting studio outside of class time, with respect to other classes and professors schedules. This course will focus primarily on the production and critique of a series of painting projects. You will receive project instructions throughout the semester. These projects may vary significantly in time and materials required, and will have a largely technical focus, however some may be essentially conceptual. Project time span will be given at the outset of each new project.

**COURSE CONTENT**  
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.

**INSTRUCTOR CONTACT & RESPONSIBILITIES**  
Please feel free to contact me via email or Canvas. I respond to messages and emails usually within 24 hours Monday through Friday. All grades will be fully updated and shared for Midterms and Finals. The instructor values your time, growth and effort and does their best to complete grading promptly. If there is more time needed than normal, I will let you know as soon as possible about the delay. Students are encouraged to ask questions during lab time on their projects and to reach out when needed. Please email me as soon as possible if you need assistance, additional support or resources during the semester.

**COURSE CANVAS & ANNOUNCEMENTS**  
Please make sure to regularly check and turn-on notifications for the course Canvas, especially the announcements as that is how most information is shared. It is the students responsibility to review and stay up to date with the course online.

**PROCESS & STUDIO TIME:**
• Every step in the life of each assignment is important and valuable: discussion with the instructor, your classmates, and other sources are expected in the course of production.
• Most of the projects assigned will not be able to be completed during class hours; you will be expected to make full use of the class time in active work. It will also be imperative to work outside of class on your assignments, both painting and research.
• On average, a minimum of one hour of outside work per every one hour of class time will be necessary.
• Participation, engagement, and discussion with instructor, peers, and other sources is important and expected when reviewing work, technique, process progress, assigned material, etc.
• This course will focus primarily on the production and critique of a series of paintings. You will receive project instructions throughout the semester. These projects may vary significantly in time and materials required.
• Project time span will be given at the outset of each new project.

COURSE CONTENT & 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. All changes will be announced in class and via canvas.

COURSE CALENDAR
Please see attached

SUPPLIES, MATERIALS AND EQUIPMENT
Students are responsible for bringing all of the necessary materials to be prepared for work in class on scheduled days. Please note that attending class without the necessary supplies or prepared surfaces will be an unexcused absence.
Lockers are available to rent from CVAD: https://news.cvad.unt.edu/foundations/locker-rentals

SUPPLY LIST
Please see attached.

RECOMMENDED COURSE MATERIALS / TEXTBOOKS
(There are no required textbooks or materials for this course)

CRITIQUES
In addition to completing actual paintings, you will begin to develop a critical voice in regards to your own work and the work of others. We will critique paintings periodically, though not every assignment will require a critique. Attendance during critiques is essential. If a critique is missed, the painting will receive a 50% grade deduction. Learning to speak effectively about art will be a critical part of this course. Critiques will be carried out in a professional manner. Persons late for critique will receive a letter grade drop in their assignment.
Even if a painting is unfinished, it must be shown during critique. Students will be given an opportunity to finish the painting, but will receive one letter grade drop. In this instance, finished paintings are due no later than one week after the original due date.

CRITIQUE DECORUM
Critiques are an essential component of this studio course. We will overview critique procedures in class, as well as collaboratively develop guidelines for expectations and goals. Parties may be asked to leave critique if their participation does not meet the expectations or standards of decorum. Art is personal, and the need to discuss personal themes may arise, so as fellow artists we must be considerate and conscientious during critiques (also see note on Course Content). In addition, the artist receiving the
critique will be expected to use the advice and criticism. It is most encouraged to keep a sketchbook/notebook during critique to write notes for future reference.

RESEARCH, NOTES, EXHIBITIONS & STUDIES
I will occasionally require research, studies, and/or gallery visits during the semester. These will be completed in your sketchbooks and/or submitted on canvas. You should attend at least two museum/gallery exhibitions a semester and document each one. You are especially encouraged to go to all CVAD gallery openings. You will be asked to complete research and preliminary work as needed for assignments.

END OF SEMESTER STUDIO CLEAN-UP
Students are required to attend and participate in studio clean-up on the scheduled class date during class hours. Failure to attend and participate in final clean-up will result in a one-letter-grade drop in your final grade. You are responsible for cleaning your work area, your storage area, your checked out palette, and your hazardous materials area (inside the chemical cabinet). You are to remove on this day all stored work and materials from both your storage cubby and your rented locker. Gamsol Silcoils will be recycled on this day if you do not take yours home with you.
Final day to remove work: Friday, December 15th, before 12pm. Any artwork or materials left after this day will not be stored for you and will be disposed of. There are no exceptions to this deadline.

COURSE REQUIREMENTS
Projects: There are a total of 7 major painting projects for this course.
Sketchbooks: including notes, drawings, preliminary work, research & studies
Exhibitions/Research: Attend at least 2 exhibitions during the semester and document your experience. Included in Sketchbook & Research Assignments.
Digital Portfolio: A midterm & final slideshow of your work from the course. Come prepared to work in class on time each day

ASSIGNMENTS & ASSESSMENTS

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<thead>
<tr>
<th>Assignments</th>
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<td>Portfolios</td>
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<td>Research &amp; Sketchbooks</td>
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PROJECTS
Project 1: Acrylic Monochromes
Project 2: Oil Object Studies
Project 3: Color Still Life
Project 4: Tromp L’Oiel / Collage Paintings
Project 5: Found & Hidden Spaces (Interior/Exterior in Perspective)
Project 6: Self-Portrait/Identity Painting
Project 7: Final Painting

GRADING
You will receive a final letter grade for this course. Letter grades are based on participation, attendance, assignments, assessments, portfolios and critiques. Other factors determining grade are effort, neatness in presentation of studio work, and improvement in course. Keeping a sketchbook and practicing drawing while outside this course will be extremely beneficial to developing your drawing skills. You can redo any of the projects assigned to raise your grade. You must redo the projects within two weeks, and the two grades will be averaged. All projects must be presented for critique regardless of level of finish and uploaded as a digital file on canvas. Work missing for critiques will receive an automatic 50% grade deduction.

Projects will not be graded as products in a vacuum. I will not consider a piece for grading that I have not seen during the process of painting. The grade given for each project will reflect several qualities involved in the course of its production. Grades will be determined by the consistency of student’s efforts, quality, and quantity of work, as well as critique participation and class attendance. The student’s willingness to take artistic risks will be looked on favorably.

**CRITERIA AND RUBRIC FOR PROJECTS:**
Technique and Use of Materials 30%
Assignment Objectives 40%
Participation & Effort 10%
Creativity & Risk-Taking 10%
Craftsmanship 10%

**LETTER GRADE DISTRIBUTION**
A = Excellent Work (100-90%)
B = Very Good Work (89-80%)
C = Average Work (79-70%)
D = Poor Work (69-60%) [passing but not necessarily satisfying degree requirements]
F = Failing Work (59% or below)

**GRADING SCALE:**
A—Excellent Work: requirements for the course have been more than fulfilled, and the work has been developed beyond previous levels on both an aesthetic and a conceptual basis. Artwork shows excellent intellectual skills and ideas, technical skills and craft, and control of the medium. Critical and conceptual understanding is evidenced through visual and verbal class participation that evidences both scholarship and leadership.
B—Very Good Work: The art work, its presentation, and the student’s class participation shows competence in skill development, craft, and control of the medium. Completed work shows an understanding of conceptual concerns in the context of contemporary art.
C—Average Work: Satisfactory work quality. Requirements for the course have been fulfilled adequately. The student has been present on critique days and for midterms and finals.
D—Poor Work: Requirements for the course are not adequately fulfilled
F—Failure: Lack of attempt in class and participation. No attempt has been made to fulfill the requirements of the course.

**LATE WORK / MAKE-UP POLICY**
Critiques are so important that even if a work is unfinished, it must be shown during critique. If the work is not present for a scheduled critique, the maximum grade a student may receive is 50%. All assignments and late work are due no later than two weeks after the original due date for credit (see exception below). Late work may be submitted with a penalty of 10% deducted from the assignment’s value per day the work is late, unless the student provides proof of an acceptable mitigating circumstance: serious illness,
death of a family member, or other circumstance if approved by the instructor. Please note that the instructor unless the instructor states that the absence is excused, it is considered an unexcused absence. Make-up work for non-major assignments (ie: studio work, plans, research, exhibition attendance, applications, sketches, etc.) may be submitted before the midterm or final critiques, respectively, if needed, for up to 50% credit.

**OPTIONAL EXTRA CREDIT OPPORTUNITIES**
During the semester, assignments and opportunities for extra credit will be shared with everyone in the class via canvas. These are not required and will not affect a students grade if they choose not to complete them or participate. The instructor will provide all students with the same variety of opportunities. Extra credit is provided at the discretion of the instructor and is not eligible to be applied toward specific assignments or offered to students individually.

**ATTENDANCE POLICY**
*Regular and punctual attendance is expected.* Three unexcused absences are permitted over the course of the semester; the fourth unexcused absence automatically lowers the final grade by one letter, and a fifth lowers the final grade by two letters, etc. The highest final grade a student with four unexcused absences can receive is a B, and a student with seven unexcused absences automatically fails the course. Attendance is taken during each class session at the beginning of class and/or after break. Records are kept online in canvas, and you can request an update at any point in the semester. Most lectures, demonstrations, and assignments will occur at the beginning of class periods and will not be repeated for those who come in late or with an unexcused absence. If you are late to class, you will need to notify me by the end of the class period to replace an absence with a tardy. *Three tardies will constitute an absence.* Examinations, quizzes, and in-class assignments missed may only be made up with an official doctor’s excuse or note from the office of student affairs excusing the absence for a reason covered under UNT policy 06.039 (Student Attendance and Authorized Absences). It is important that you communicate with me prior to being absent as to what may be preventing you from coming to class so I may make a decision about accommodating your request to be excused from class. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important. When a class is missed, it is your responsibility to find out what was missed and what is expected of you. You are accountable for all information shared in class, whether you are present or not. Critiques missed may not be made up and grades will reflect the student’s failure to participate in the critique discussions. I recommend you share contact information with at least 3 classmates, so that you may reach out to them for anything missed during class. It is your responsibility to source the missed content and information. If you come to me before or after class, I will catch you up as best I can. Please reach out as needed.

**STUDIO STORAGE & LOCKERS:**
It is suggested that students get a large locker on the third floor of the art building to store supplies. The shelving provided in the classroom may be used to store paintings currently being worked on, but students should be aware of the potential for damage, vandalism, and theft when storing work in public areas. Paintings may not be left on easels or hanging to dry, and should be stored on the shelves or in the large storage closet.

*It is not safe to leave materials in the painting studio… they will be stolen…*
Once a painting assignment is completed and graded, the student must take the work home. CVAD does not provide long-term storage of work.

**Lockers** are available to rent from CVAD: [https://news.cvad.unt.edu/foundations/locker-rentals](https://news.cvad.unt.edu/foundations/locker-rentals)

**STUDIO EXPECTATIONS, SAFETY & CVAD POLICIES**
Students will dispose of all hazardous liquids (thinner, brush cleaners, turpentine) in the hazardous liquids jugs in the corner of the room next to the storage cabinet. Dispose of all oily rags in the red refuse bin also in the corner of the painting studio.

**No paint, acrylic or oil, should be disposed of in the sink drains.**

Throw all scraped paint into a trashcan containing a liner. Brushes may be cleaned in the sink, but only after sufficiently rinsing them in your thinner containers. Wash hands (including under fingernails) after using toxic materials and chemicals (even if you were wearing gloves).

Wear protective gloves and use plastic drop cloth to contain chemicals, paints, and stains when applying.

Artist materials can be messy; wear clothes that you are okay with getting dirty or **you may want to bring an apron.**

There is no smoking, vaping, eating, or drinking allowed in the classroom.

You are expected to assist in maintaining a classroom environment that is safe and conducive to learning.

In order to assure that everyone has an opportunity to gain from time spent in class, unless otherwise approved by the instructor, you are prohibited from using cellular phones or laptops, taking photographs, video or audio recordings, checking your email or the internet, updating your social media, eating or drinking in class, making offensive remarks, reading, 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.

*Cell phones and headphones may be used for music in class during painting sessions, and is encouraged. However, please put them away at the start and end of each class, during all critiques, instructions, demos, etc. Please keep headphone volume to a level that allows you to be aware of your surroundings. If you need to make or accept a phone call, etc. please step out to do so in the hallway.*

**HEALTH & SAFETY**

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](https://art.unt.edu/healthandsafety).

According to University Policy, this course is classified as a **category 2 course.**

Students enrolled in this course may be exposed to some significant risk factors, but are not likely to suffer serious bodily injury. Though painting would seem to be relatively risk free, there are risks and safety practices you should be aware of. Most of the solvents used in oil painting (Turpentine, thinners, mediums, etc.) are toxic. In fact, some paints, like cadmium red, are also toxic. Consult the labeling of solvents and pigments for information. Toxic materials should not be ingested or allowed to touch the skin for prolonged periods. Wear protective gloves when using these materials in order to avoid skin contact. When using solvents, always have good ventilation. **When spraying commercially available enamels, lacquers, or fixatives, do so in the spray booth and wear a respirator designed for organic vapor protection. A dust mask or a scarf or t-shirt pulled over your face will not protect you.** Furthermore, it is never a good practice to eat or drink while using painting materials. If you intend to use the shop, make certain to observe ALL safety rules. If you decide to use materials not addressed above, read the safety labels and consult with your instructor as to their safe use.

**Course Safety Procedures**

Students enrolled in Beginning Drawing and Painting: Painting I are required to use proper safety procedures and guidelines as outlined in UNT Policy 06.038 Safety in Instructional Activities. While working in laboratory sessions, students are expected and required to identify and use proper safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the UNT is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider obtaining Student Health Insurance. Brochures for student
insurance are available in the UNT Student Health and Wellness Center. Students who are injured during class activities may seek medical attention at the Student Health and Wellness Center at rates that are reduced compared to other medical facilities. If students have an insurance plan other than Student Health Insurance at UNT, they should be sure that the plan covers treatment at this facility. If students choose not to go to the UNT Student Health and Wellness Center, they may be transported to an emergency room at a local hospital. Students are responsible for expenses incurred there.

END OF SEMESTER STUDIO CLEAN-UP
Students are required to attend and participate in studio clean up on the scheduled class date during class hours. Failure to attend and participate in final clean-up will result in a one-letter-grade drop in your final grade. You are responsible for cleaning your work area, your storage area, your drawer, and your hazardous materials area (inside the chemical cabinet). You are to remove on this day all stored work and materials from both your storage cubby, drawer, and your rented locker. Final day to remove work: December 15th before 11am. Any artwork or materials left after this time will not be stored for you and will be disposed of. There are no exceptions to this deadline, please do not wait until the last day to collect your works.

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.

CLASS PARTICIPATION EXPECTATIONS
You are expected to attend every class on time. You are responsible for completing all of the required assignments. I expect all students to participate in class projects, discussions, and contributing ideas and perspectives on topics or art. You are expected to assist in maintaining a classroom environment that is conducive to learning. In order to assure that everyone has an opportunity to gain from time spent in class, unless otherwise approved by the instructor, you are prohibited from using cellular phones or beepers, checking your email or surfing the internet, updating your social networking sites, eating or drinking in class, making offensive remarks, reading newspapers or magazines, 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.

**ODA ACCOMMODATION STATEMENT**
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](http://www.unt.edu/oda). You may also contact ODA by phone at (940) 565-4323.

**INCOMPLETE GRADES**
An Incomplete Grade ("I") is a non-punitive grade given only during the last one-fourth of a term/semester and only if a student (1) is passing the course and (2) has a justifiable and documented reason, beyond the control of the student (such as serious illness or military service), for not completing the work on schedule.
In consultation with the instructor, complete a request for an Incomplete Grade. This form can be found on the department website and must be turned into the department chair prior to the last day of classes (not the exam date). Note: A grade of Incomplete is not automatically assigned to students.

**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.

**STUDENT RESOURCES & SUPPORT SERVICES**


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)
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.

Other student support services offered by UNT include:

- 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://edo.unt.edu/multicultural-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- Pride Alliance (https://edo.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/)
- MathLab (https://math.unt.edu/mathlab)

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 deanolofstudents.unt.edu/conduct.

**EMERGENCY NOTIFICATION & PROCEDURES**
UNT Emergency Guide: https://emergency.unt.edu/about-us UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to the course management system for contingency plans for covering course materials.
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 without exterior windows and remain there until an all clear signal is sounded. Follow the instructions of your instructors and act accordingly.

**Remote Instruction:**
This is an in-person course. However, in the unlikely event we need to switch to remote instruction, all students will need to have access to the following supplies and equipment: internet, computer, laptop/video camera, digital camera, microphone, speakers/audio, and all equipment necessary to fully participate in online course transition and zoom meetings. If you need assistance attaining or sourcing this equipment, please reach out to me or to the UNT &/or CVAD Technology Department.

**Center for Student's Rights and Responsibilities:**
The student is reminded of his or her rights and responsibilities, both academically and personally, as a student at the University of North Texas. For a full elaboration of these issues please see www.unt.edu/csrr.

**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 Blackboard 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.

**SURVIVOR ADVOCACY - DISCRIMINATION, HARASSMENT & ASSAULT**
UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.
UNT’s Dean of Students’ website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanolofstudents.unt.edu/resources_0. UNT’s Student Advocate she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students’ office at 940-565-2648. You are not alone. We are here to help.

**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 and 14 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.

PERMISSION TO USE STUDENT ARTWORK
We would like to use your work to spread the news about the amazing art made at CVAD! Please help us put your talent on display by allowing us to photograph and exhibit your art on CVAD’s social media, websites and paper advertising. Please complete and submit the form attached to the syllabus.

SYLLABUS CHANGE POLICY
This syllabus is subject to change with notice.
CVAD Photo Documentation Services [https://itservices.cvad.unt.edu/labs/photo-doc](https://itservices.cvad.unt.edu/labs/photo-doc)
The CVAD Photo Documentation Service will photograph and document artwork at no cost. This service is open to CVAD students, faculty, and staff.

**CVAD Student Computer Lab, Art Building, Room 375 - [Computer Lab sharepoint](https://itservices.cvad.unt.edu/labs/photo-doc)**

**CVAD IT Services Help Desk • Art Building, Room 371**
In-person Help: Monday – Friday, 8 a.m.–5 p.m.
Virtual/Online Help:
  • web application: [Microsoft® Teams](https://teams.microsoft.com), email: [CVAD.ITServices@unt.edu](mailto:CVAD.ITServices@unt.edu), phone: 940-565-4522

**CVAD Fabrication Labs [Fab Lab](https://itservices.cvad.unt.edu/labs/photo-doc)**
The CVAD Fabrication Labs are located in ART 361 and ART 366 (Instructor Demonstration Area). Available without additional charge or fees to all students enrolled in at least one CVAD course in a given semester – the Fabrication Labs provide student access to high-end fabrication and maker equipment needed by our student population to meet course and professional requirements.
Beginning Drawing & Painting: Painting I - Fall 2023
Instructor: Sarah DePetris

I __________________________ (print full name) acknowledge that I have read the course syllabus. I understand the course structure, grading and attendance policies as well as the risk factor rating. I hereby agree to the syllabus and its provisions.

Course number and section

E-mail address (print)

Signature __________________________ Date ____________

Additionally, do you grant permission for your instructor to use images of your artwork from this class for educational and instructional purposes as Student Work Examples?

____ YES or ____ NO Initials: ____________

PERMISSION TO USE STUDENT ARTWORK
We would like to use your work to spread the news about the amazing art made at CVAD! Please
help us put your talent on display by allowing us to photograph and exhibit your art on CVAD’s social media, websites and paper advertising. Thank you!

I hereby grant permission to UNT and CVAD to use, copy, reproduce, publish, distribute or display any and all works created in my classes while at UNT. Additionally, I consent to the use of my name to coincide with images of my artwork.

1. Scope of Permission. This permission extends to the use of the described work and images of such work: (1) for academic purposes in order to demonstrate examples of student work to current and future UNT students; (2) for public display in the galleries or on the campus of the UNT or on the UNT website; (3) for promotional materials created by UNT in all forms of media now known or later developed, including but not limited to exhibition catalogues, direct mail, websites, advertising, social media, and classroom presentations. My permission is on-going, but can be revoked by giving the professor of record for this course written notice of my wish to revoke permission and use of any images of my artwork. UNT will have three months from the date of my notice to stop all use agreed with this permission.

2. Certificate of Ownership. I am the owner of all work submitted and the work is not subject to any restriction that would prevent its use consistent with this permission. All aspects of the work are original to me and have not been copied. I understand that as owner of the work I have the right to control all reproduction, copying and use of the work in accordance with U.S. copyright laws.

3. Privacy Release. I hereby authorize and consent to the release, maintenance and display of my name if necessary and any other personally identifiable information that I have provided in connection with the work and its use described in this Agreement.

4. Signature. By signing below I hereby grant the permissions indicated above. I understand that this grant of permission relates only to the use of the described work. This is not an exclusive right and I may sell, give or otherwise transfer the rights to such work to others on a non-exclusive or exclusive basis. However, in the event that I do sell, give or otherwise transfer ownership or the exclusive right to use my work to another party, I will notify UNT immediately in writing through the professor of record for this course. UNT will have three months from the date of my notice to stop all use in accordance with this permission.

Printed name: __________________________________________________________

Signature: ______________________________________________________________

Date: ____________________________

Name of Course: Beginning Drawing & Painting: Painting I (Fall 2023)