San José State University  
Department of Art and Art History  
Course Number, 44347, ART100W Section 04  

Writing Workshop - Fine Arts  

Fall, 2015  

This Syllabus is Subject to Change  

Course and Contact Information  

Instructor: Isabelle Pafford  
Office Location: ART 123  
Telephone: (408) 924-4721  
Email: Isabelle.pafford@sjsu.edu  
Office Hours: Tuesdays and Thursdays 9-10  
Class Days/Time: Tuesdays and Thursdays 10:30-11:45  
Classroom: ART 141  
Prerequisites:  
Completion of GE Core  
Completion of English 1A and 1B with “C” or better  
Satisfaction of Writing Skills Test  
Upper Division Standing (60 Units)  

GE/SJSU Studies Category: Z  

Course Description  

This is an advanced writing course for fine art majors and students in the School of Art and Design. It is a career-oriented course for helping students develop a self-confident and appropriate English writing style. We will emphasize the practical writing tasks required of any professional in the field of visual arts and also explore the connection between research and writing.  

Good professional writing requires that you first understand what you are writing about, so that you can use a strong, persuasive, and accurate writing style to convey that understanding to other people. This class will allow you to practice your writing skills, paying particular attention to the needs of specific audiences. Accurate writing mechanics are important, because these tools allow you to write efficiently about the things which are important to you.
Required Texts/Readings

Textbook
Bernstein: Writing for the Visual Arts  ISBN 9780130225481
This book is available in the Spartan Bookstore

Other Readings
Please see the Course Reader on Canvas

Library Liaison
Rebecca Kohn is the liaison librarian for Art and Art History. She can be reached via e-mail at rebecca.kohn@sjsu.edu or by telephone at 408.808.2007. Her office is located on the 4th floor of King Library and she welcomes students to contact her with research questions. Library Resources specific to art and art history are available online at http://libguides.sjsu.edu/ART100W Martin Luther King, Jr., Library website: http://sjlibrary.org/

Course Content, Objectives and Expectations
We learn to be good writers primarily by example—by reading the work of good writers and by attentive practice. In this course, we will read and analyze writing about art by a variety of authors representing diverse cultural backgrounds, and we will practice writing as much as possible. We will work on analyzing arguments and discussing issues related to the professional practice of art and to the place of art in our society, and we will work on developing an understanding of the issues we write about as a foundation to clear presentation of those issues. In general, this course is designed to help you refine skills established in your IA and IB courses. Through a variety of class activities, we will work on analytical skill, close-reading skills, pre-writing and brainstorming, rough drafts, editing and peer-editing, paragraph structure, organization of ideas and research methods. We will hone skills of description, argumentation and persuasion and explanation. We will read and analyze the work of excellent writers about art and consider issues of diversity. We will work on the development of a university-level vocabulary and sentence structure, and on problems of English usage and grammar as needed. The class will work cooperatively in active learning assignments whenever possible. Language mistakes will be treated as learning opportunities.

These same objectives are stated in template language by the university:
Course Goals and Student Learning Objectives
1. Students will be able to refine the competencies established in Written Communication IA and IB
2. Students will be able to express (explain, analyze, develop, and criticize) ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse.

Students will be able to organize and develop essays and documents for both professional and general audiences, including appropriate editorial standards for citing primary and secondary sources.

GE/SJSU Studies Learning Outcomes
Upon successful completion of this course, students will be able to:
1. Write with increased concision, clarity and correctness.
2. Express their ideas more effectively and critically.
3. Develop a greater awareness of the importance of writing for an audience, and locate, evaluate and make effective use of art and design resources.

**Graded Assignments**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Weight (%)</th>
<th>Word Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Writing Exercise Portfolio</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>Descriptive essay</td>
<td>5%</td>
<td>750 words</td>
</tr>
<tr>
<td>Visual analysis of a work of art.</td>
<td>5%</td>
<td>750 words</td>
</tr>
<tr>
<td>Argument essay</td>
<td>10%</td>
<td>1500 words</td>
</tr>
<tr>
<td>Analytical essay</td>
<td>10%</td>
<td>1500 words</td>
</tr>
<tr>
<td>Research Essay</td>
<td>20%</td>
<td>2000 words</td>
</tr>
<tr>
<td>Final Project – Professional Portfolio</td>
<td>25%</td>
<td>1500 words</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>100%</strong></td>
<td><strong>8000 revised and edited words</strong></td>
</tr>
</tbody>
</table>

For final projects, please prepare your manuscript in Times New Roman, 12 point type. 750 pages using this font will produce a document about 2 pages long. To past his course you must successfully write and revise 8000 words, or about 20 pages of edited writing.

**Course Requirements and Assignments**

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of forty-five hours for each unit of credit (normally three hours per unit per week), including preparing for class, participating in course activities, completing assignments, and so on. More details about student workload can be found in University Policy S12-3 at http://www.sjsu.edu/senate/docs/S12-3.pdf.

NOTE that University policy F69-24 at http://www.sjsu.edu/senate/docs/F69-24.pdf states that “Students should attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active participation is frequently essential to insure maximum benefit for all members of the class. Attendance per se shall not be used as a criterion for grading.”

- List of the percentage weight [or point value] assigned to various class assignments
- Penalty (if any) for late or missed work

**This course must be passed with a C or better as a CSU graduation requirement.**

Final grades given in all 100W courses are A, B, C, and NC (No Credit). A NC will not affect your GPA, but you will have to repeat the course until you earn a letter grade. A grade of C- is not a passing grade in this course. Any final grade falling below a C will be recorded as a NC. (see http://www.sjsu.edu/senate/f88-6.htm) **Note:** This course will not be graded on a curve. You will not be competing against other students.
All papers must be original to this class (no "recycling"), meet all requirements of each assignment, and properly reference all outside sources (including Internet sources) for credit. All incidences of plagiarism will result in an assignment grade of "0" and will be reported to the Office of Judicial Affairs. Please do not use profanity in your work.

The instructor reserves the right not to accept your work if lateness is a pattern in your work habits, and the instructor also reserves the right to alter the course schedule and assignments if necessary.

Formal Writing Assignments will be graded according to the following SJSU academic standards for assessment:

**A (excellent):** The paper contains no grammatical, spelling, or typographical errors. It is outstanding in clarity, style, and organization. The depth and accuracy of the information covered are appropriate for the assignment. The style and format of the paper are appropriate for the assignment.

**B (good):** The paper may contain a few minor grammatical errors, but should contain few or no typographical or spelling errors. For the most part, the paper is clearly written and logically organized. The topic is covered in reasonable depth and the information presented is accurate. The style and format of the paper are appropriate for the assignment.

**C (average):** The paper may contain some minor grammatical, typographical, or spelling errors. For the most part, it is clearly written and logically organized. For the most part, the depth of coverage of the topic is appropriate and the information is accurate. For the most part, the style and format of the paper are appropriate for the assignment.

**D (below average/unacceptable):** The paper contains significant or serious grammatical, typographical, or spelling errors. It is not clearly written or logically organized. The train of thought is difficult to follow. The depth of coverage of the topic is not adequate. The information presented is inaccurate. The style and/or format of the paper are not appropriate to the assignment.

**F (unacceptable):** A paper will receive an F if two or more of the following conditions are satisfied: The paper contains significant or serious grammatical, typographical, or spelling errors; it is not clearly written or logically organized; the train of thought is difficult to follow or incomprehensible; the depth of coverage of the topic is not adequate; the information presented is inaccurate; the style and/or format of the paper are not appropriate to the assignment. The paper will also receive an F if some or all parts of the paper have been plagiarized, as defined below.

Although this is an A, B, C, No Credit course, final versions of formal writing assignments will be graded on the A-F scale and translated to a point system.
Grade Scale:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
<th>Score Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>94-100</td>
<td>A</td>
<td>90-93</td>
<td>A-</td>
</tr>
<tr>
<td>87-89</td>
<td>B+</td>
<td>84-86</td>
<td>B</td>
</tr>
<tr>
<td>80-83</td>
<td>B-</td>
<td>77-79</td>
<td>C+</td>
</tr>
<tr>
<td>73-76</td>
<td>C</td>
<td>70-72</td>
<td>C-</td>
</tr>
<tr>
<td>67-69</td>
<td>D+</td>
<td>63-66</td>
<td>D</td>
</tr>
<tr>
<td>60-62</td>
<td>D-</td>
<td>0-59</td>
<td>F</td>
</tr>
</tbody>
</table>

Classroom Protocol

Attendance and participation are critical in order to motivate other students and me; this helps to create an atmosphere of shared learning. Consequently, in-class writing and participation are a significant part of your grade. Because I do my best to arrive punctually with all required materials, and I stay for the entire class, I expect the same. Please ask questions or provide constructive comments because I need to know if we have clear communication. Most importantly, respect your peers and me because this establishes trust in the classroom.

I expect you to be engaged with the activities in class. (For example, please do not work on assignments from other classes, insist on drawing or sketching during class, surf the Internet, or use your computer, iPad, or other electronic devices.) Cell Phone Policy: Please turn off and put away your cell phone (and remind me to do the same. You are expected to devote your full attention to class work during the hour and fifteen minutes we are together. Excessively disruptive behavior will be reported to the Chair of the Department for appropriate disciplinary action. However, if you know you have an emergency or difficulty which may require you to be on-call in some way, please let me know so we can make arrangements to help you meet all your obligations.

University Policies

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester’s Catalog Policies section at http://info.sjsu.edu/static/catalog/policies.html. Add/drop deadlines can be found on the current academic year calendars document on the Academic Calendars webpage at http://www.sjsu.edu/provost/services/academic_calendars/. The Late Drop Policy is available at http://www.sjsu.edu/aars/policies/latedrops/policy/. Students should be aware of the current deadlines and penalties for dropping classes.

Information about the latest changes and news is available at the Advising Hub at http://www.sjsu.edu/advising/.

Consent for Recording of Class and Public Sharing of Instructor Material

University Policy S12-7, http://www.sjsu.edu/senate/docs/S12-7.pdf, requires students to obtain instructor’s permission to record the course.

- “Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor’s permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.”
  - It is suggested that the greensheet include the instructor’s process for granting permission, whether in writing or orally and whether for the whole semester or on a class by class basis.
  - In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well.
• “Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.”

Academic integrity

Your commitment, as a student, to learning is evidenced by your enrollment at San Jose State University. The University Academic Integrity Policy S07-2 at http://www.sjsu.edu/senate/docs/S07-2.pdf requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The Student Conduct and Ethical Development website is available at http://www.sjsu.edu/studentconduct/.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 at http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf requires that students with disabilities requesting accommodations must register with the Accessible Education Center (AEC) at http://www.sjsu.edu/aec to establish a record of their disability.

Accommodation to Students' Religious Holidays

San José State University shall provide accommodation on any graded class work or activities for students wishing to observe religious holidays when such observances require students to be absent from class. It is the responsibility of the student to inform the instructor, in writing, about such holidays before the add deadline at the start of each semester. If such holidays occur before the add deadline, the student must notify the instructor, in writing, at least three days before the date that he/she will be absent. It is the responsibility of the instructor to make every reasonable effort to honor the student request without penalty, and of the student to make up the work missed. See University Policy S14-7 at http://www.sjsu.edu/senate/docs/S14-7.pdf.

*This year, there are two major religious holidays which occur on Tuesday 9/15 and Tuesday 9/22.

Student Technology Resources

Computer labs for student use are available in the Academic Success Center at http://www.sjsu.edu/at/asc/ located on the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library. A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

SJSU Peer Connections

Peer Connections, a campus-wide resource for mentoring and tutoring, strives to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. You are encouraged to take advantage of their services which include course-content based tutoring,
enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10th and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living Learning Center (LLC) in Campus Village Housing Building B. Visit Peer Connections website at http://peerconnection.sjsu.edu for more information.

SJSU Writing Center

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the Writing Center website at http://www.sjsu.edu/writingcenter. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook. (Note: You need to have a QR Reader to scan this code.)

SJSU Counseling Services

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit Counseling Services website at http://www.sjsu.edu/counseling.
# Topics, Reading and Assignments

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topics</th>
<th>Reading</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/20</td>
<td>Introduction to the Class</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-4</td>
<td>8/25-9/10</td>
<td>Describing Objects, Vivid Language, Audience</td>
<td>Bernstein Chapter 1; Reader Section 1</td>
<td>Descriptive Essay (9/11)</td>
</tr>
<tr>
<td></td>
<td>4 meetings</td>
<td></td>
<td></td>
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<tr>
<td>5-8</td>
<td>9/15-10/8</td>
<td>Looking, Reading, Understanding, Responding</td>
<td>Bernstein Chapters 2 and 4; Reader Section 2</td>
<td>Visual Analysis Paper (9/18)</td>
</tr>
<tr>
<td></td>
<td>8 meetings</td>
<td></td>
<td></td>
<td>Analytical Paper(10/2)</td>
</tr>
<tr>
<td>9-12</td>
<td>10/13-11/5</td>
<td>Research</td>
<td>Bernstein Chapter 3; Reader Section 3</td>
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<tr>
<td></td>
<td>11/5</td>
<td></td>
<td></td>
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<tr>
<td>13-15</td>
<td>11/10-11/24</td>
<td>Argument and Persuasion</td>
<td>Bernstein Chapter 6; Reader Section 4</td>
<td>Research Paper (11/20)</td>
</tr>
<tr>
<td></td>
<td>24</td>
<td></td>
<td></td>
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<tr>
<td>15</td>
<td>11/26</td>
<td>Thanksgiving Day – No Class</td>
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<tr>
<td>16-17</td>
<td>12/1-12/8</td>
<td>Resumes and Portfolios</td>
<td>Review Bernstein Chapter 4 and read Chapters 5</td>
<td>Argument Paper (11/27)</td>
</tr>
<tr>
<td></td>
<td>3 meetings</td>
<td></td>
<td>and 7</td>
<td></td>
</tr>
<tr>
<td>Final</td>
<td>Project</td>
<td>Final Portfolio Due</td>
<td></td>
<td>All work must be uploaded to Canvas by 12PM (noon) 12/16/15</td>
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<tr>
<td>Wed.,</td>
<td>Dec. 16 –</td>
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<tr>
<td>Noon</td>
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</table>

*Your graded assignments are all officially due on Fridays, and should be uploaded to Canvas. You may, of course, upload your papers before there are due.*