Course and Contact Information:

Instructors
Keith Daly
Ajay Fay (TA)
Dr. Anne Simonson

Office Location
Keith: Art 237 (mail should be placed in my mailbox in Art 116)
Anne: Art 116

Telephone
(408) 924 4320

Email
keith.daly@sjsu.edu
anne.simonson@sjsu.edu
ajayfay@gmail.com

Office Hours
Keith: Tuesdays, 3:30-4:30pm or by appointment
Anne: M-F, by appointment

Class Days/Time
Tuesdays 6:30pm - 7:20pm

Class location
ART 135 and Canvas

Course Description:
Introduction to skills and documents needed in preparation for professional careers in the arts. Intended for BA / BFA ART majors and minors. This 1 unit course has no prerequisites, is repeatable for credit, is graded on CR/NC basis.

Learning Outcomes

Upon successful completion of this course, students will be able to:
CLO 1: make timely progress towards graduation with a BA or BFA in Art, as demonstrated by an approved academic plan (appropriate major form and the best possible lineup of classes for following semesters) and a more complete understanding of courses, options, programs, and specialized training offered by the Department of Art & Art History.

CLO 2: present themselves professionally, in written/electronic formats and also in person, to a variety of audiences, by developing written documents about themselves, some of which can also be delivered orally / spontaneously (as introductions and “elevator pitches”), resumes, artist statements, formal discussions of work, BFA program applications, project / grant proposals.

CLO 3: prepare for future careers in creative fields with essential documents and plans which demonstrate experience in communication, collaboration, innovation, resilience, solicitation of funds / support, and an awareness of the workings of the contemporary art world and through a self-assessment of what they do not yet know.

Texts / Readings:

Textbooks:

Sarah THORNTON, “7 Days in the Artworld”, 2008 (with a new forward in the 2009 edition) (about $7)

We strongly recommend you read the following on your own:

Gigi ROSENBURG, The Artist’s Guide To Grant Writing, 2010 ($14)
David BAYLES and Ted ORLAND, Art and Fear: On the Perils (and Rewards) of Artmaking, 2001 ($10)
Heather Darcy BAHNDARI, and Jonathan MELBER, Art/Work: Everything You Need to Know (and Do) as You Pursue Your Art Career, 2009 ($13)
Ted ORLAND, The View from the Studio Door: How Artists Find their Way in an Uncertain World, 2006 ($9)

Web links for art news:


Library Liaison:

Rebecca Kohn, Library Liaison for Art, rebecca.kohn@sjsu.edu. Rebecca’s office is in the MLK Library.

Career Center:

Gisela Gray-Peoples, Interim Director, Humanities & Arts Student Success Center, gisela.gray-peoples@sjsu.edu. SpartaJobs has over 2,000 unique job postings specifically recruiting SJSU students. Go to www.sjsu.edu/careercenter and click on "SpartaJobs" to log in. SJSU Spartan Staffing offers the opportunity to work with a talented team of recruiters who assist students with their job search. The Career Center Website has resources covering all things job search and career exploration related including webshops, recorded webinars, and more.
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 S123 at http://www.sjsu.edu/senate/docs/S123.pdf.

We recommend that all ART 001 students try to attend the Department’s 5pm lecture series each Tuesday as part of their time commitment to the course. The schedule of lectures is given at the end of this green sheet. Attendance of the 12/1 lecture is mandatory.

Note that University policy F6924 at http://www.sjsu.edu/senate/docs/F6924.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.”

Grading Policy:

ART 001 is a credit/no credit class. In order to receive credit for (pass) this class, you must do EACH (ALL) of the following assignments and submit them as specified on Canvas. It is essential that you keep a copy of this portfolio. We recommend that you do not wait until the last minute to turn in your portfolio but, instead, submit work according to the class schedule detailed below so that you receive feedback on your work.

Checklist of assignments:

These are all to be completed via Canvas (please log into Canvas at least twice a week for updates). Further details, deadlines and instructions for each assignments are available on Canvas.

- BA or BFA major form signed by your major adviser and initialed by Anne Simonson (her office is in ART 116) to signify currency, and GE checklist (CLO 1); this assignment is due March 1st. It may take up to 2-3 weeks to get all the necessary signatures. Take high resolution pictures of your forms, front and back, and upload them to Canvas before by deadline. If in the recent past you have already turned in a major form to the Art Office, you must request a copy of it and submit it via Canvas as well.

- Selfies. This is an ongoing assignment. Take seven selfies (and/or make carefully rendered drawings of yourself) inside each of the following facilities: (1) foundry (off-campus): (2) jewelry / metalsmithing lab: (3) ceramics: (4) glass shop: (5) digital media/game studies presentation: (6) printmaking studio: (7) ATC week exhibition of one ATC artist (an MFA grad) whose artist statement and/or work you felt a connection to (CLO 1)

- Demonstrated participation in the Admitted Spartan Day group project (CLO 3)

- Select, read and comment on a news article that looks at the business of art (article can be up to 6 months old). Upload a 2-page response, double spaced, and include the link to your chosen article.
- Submit an application for a show OR grant OR residency. May include statement of intent, project objectives/audience, timeline, budget, artist bio/statement, plan for assessment of project success. A wealth of calls can be found on CaFE.org: https://www.callforentry.org. Start looking at them now, they all have deadlines; the ones you feel drawn to may no longer be available by the time you start the application process. (CLO 2, 3)

- 3 sentence and 6 sentence description of yourself as an artist (CLO 2); and oral presentation of the 6 sentence elevator pitch (CLO 2)

- 200-300 word artist statement (to which you are at least somewhat committed) and/or cover letter for resume (which will also be part of your submission to a call for artists grant proposal) which describes your motivation as an artist (CLO 3)

- Current resume (which must demonstrate your understanding of resume writing workshop/tutorials available through SJSU’s Career Center) (CLO 3)

- Active participation in discussions on topics related to contemporary art and professional issues on Canvas and/or in class. Discussion may be related to a text (book chapter or news article) or to a presentation (CLO 3).

Note that “All students have the right, within a reasonable time, to know their academic scores, to review their grade dependent work, and to be provided with explanations for the determination of their course grades.” See University Policy F131 at http://www.sjsu.edu/senate/docs/F131.pdf for more details.

Classroom Protocol:

We expect that you will attend all classes, participate in class and out-of-class activities, develop yourself as a pre-professional and/or professional artist. We expect that you will check Canvas and your email account several times a week for information on the class, instructions, deadlines and last minute changes. No phone or computer use in class. Notes should be taken by hand.

University Policies:

General Expectations, Rights and Responsibilities of the Student

As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution. Students are encouraged to familiarize themselves with SJSU’s policies and practices pertaining to the procedures to follow if and when questions or concerns about a class arises. See University Policy S90–5 at http://www.sjsu.edu/senate/docs/S905.pdf. More detailed information on a variety of related topics is available in the SJSU catalog, at http://info.sjsu.edu/webdbgen/narr/catalog/rec12234.12506.html. In general, it is recommended that students begin by seeking clarification or discussing concerns with their instructor. If such conversation is not possible, or if it does not serve to address the issue, it is recommended that the student contact the Department Chair as a next step.
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 S127, http://www.sjsu.edu/senate/docs/S127.pdf, requires students to obtain instructor’s permission to record the course and the following items to be included in the syllabus:

- “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 green sheet 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 S072 at http://www.sjsu.edu/senate/docs/S072.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 9703 at http://www.sjsu.edu/president/docs/directives/PD_199703.pdf requires that students with disabilities requesting
accommodations must register with the [Accessible Education Center](http://www.sjsu.edu/aec) (AEC) at http://www.sjsu.edu/aec to establish a record of their disability.

### Course Schedule:

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topics, Readings, Assignments, Deadlines</th>
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<tbody>
<tr>
<td>1</td>
<td>2/2</td>
<td>Class Introduction. Please read syllabus and bring a copy to class.</td>
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<tr>
<td>2</td>
<td>2/9</td>
<td>Guest speaker: Gisela Gray-Peoples, “Overview of General Education (GE) and Success Center Resources”.</td>
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<tr>
<td>3</td>
<td>2/16</td>
<td>Facility Tour: Foundry (1036 S. 5th St, between Martha and Keyes.) Iron Pour and BBQ! (SELFIE!)</td>
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<tr>
<td>4</td>
<td>2/23</td>
<td>Group discussion and check-in.</td>
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<tr>
<td>5</td>
<td>3/1</td>
<td>Facility Tour #2: Glass and Ceramics. (SELFIE!) Deadline to turn in BA, BFA, major and GE forms.</td>
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<tr>
<td>6</td>
<td>3/8</td>
<td>Guest speaker: Adam Shiverdecker, “Professional Preparation in Art”</td>
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<tr>
<td>7</td>
<td>3/15</td>
<td>Presentation by Anne Simonson, “Careers in Art Teaching”.</td>
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<tr>
<td>8</td>
<td>3/22</td>
<td>BFA Portfolio Review.</td>
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<tr>
<td>9</td>
<td>3/29</td>
<td>NO CLASS (SPRING BREAK.)</td>
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<tr>
<td>10</td>
<td>4/5</td>
<td>Guest Speaker: Scotty Gorham, “Creating a Successful Admitted Spartan Day Group Project”.</td>
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<tr>
<td>Date</td>
<td>Event</td>
<td>Details</td>
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<tr>
<td>11/4/12</td>
<td>Guest Speaker: Andrew Blanton, “DMA and Gaming”.</td>
<td>ATC shows: mandatory attendance of openings (SELFIE!)</td>
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<tr>
<td>12/4/19</td>
<td>Presentation by Ajay Fay.</td>
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<tr>
<td>13/4/26</td>
<td>Facility Tour #3: Pictorial Studios and Metalsmith / Jewelry shop. (SELFIE!)</td>
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<tr>
<td>14/5/3</td>
<td>Group discussion and check-in.</td>
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<tr>
<td>15/5/10</td>
<td>Last day of class, reminder of materials and assignments needed to pass.</td>
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<tr>
<td>18/5/24</td>
<td>Final Examination (7:45pm - 10pm)</td>
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