

**San José State University**  
**Department of Art & Art History**  
**Art 197, BA Senior Project, Section 1, Spring 2020**

**Course and Contact Information**

<b>Instructor:</b>	Mel Day
<b>Office Location:</b>	317
<b>Telephone:</b>	(408) 924-4402
<b>Email:</b>	<a href="mailto:Melissa.day@sjsu.edu">Melissa.day@sjsu.edu</a>
<b>Office Hours:</b>	Tuesdays, 3:15-4:45
<b>Class Days/Time:</b>	Tuesdays, 6:00-8:45pm
<b>Classroom:</b>	Art 110
<b>Prerequisites:</b>	15 units of upper division work in the major
<b>Department Office:</b>	ART 116
<b>Department Contact:</b>	Website: <a href="http://www.sjsu.edu/art">www.sjsu.edu/art</a> Email: <a href="mailto:art@sjsu.edu">art@sjsu.edu</a>

**Additional Information: Emergency: 911 Campus Escort: 42222**

Individuals with disabilities may contact the Disability Resource Center (DRC), Administrative Building 110, 408/ 924-6000, for a variety of formats such as Braille, large print, sign interpreters, assistive listening devices, audio tape and accommodations for physical accessibility.

**Course Format**

**Faculty Web Page and MYSJSU Messaging (Optional)**

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on my faculty web page at <http://www.sjsu.edu/people/firstname.lastname> and/or on [Canvas Learning Management System course login website](#) at <http://sjsu.instructure.com>. You are responsible for regularly checking with the messaging system at [MySJSU on Spartan App Portal](#) <http://one.sjsu.edu> (or other communication system as indicated by the instructor) to learn of any updates. All written work must be submitted via Canvas by the beginning of class in PDF format unless stated otherwise. Canvas will also be used for announcements about gallery openings, studio visits, cultural events, deadlines and changes to the course schedule. Ensure your Canvas contact works.

## Course Description

Creation of a studio art or design capstone project consisting of new work in media selected by student to be documented and presented to studio or design faculty. Class will focus on deepening creative inquiry and laying groundwork for rigorous professional practice through creative strategic planning, readings, critiques, videos, field trips, visiting artist lectures, and presentations. Students are required to develop an artist packet, cover letter, online portfolio as well as research, prototype and mount a group BA exhibition through a written proposal and technical specification. The semester will culminate in a student organized class exhibition of capstone studio projects in one of SJSU's student galleries. (CR/NC course)

## GE Learning Outcomes (CLO)

Upon completion of this course, students will be able to:

- CLO 1: Articulate, through verbal and visual presentation, their processes and methods as creative professionals in the 21st century
- CLO 2: Critically engage ideas generated through readings, critique, and visual analysis
- CLO 3: Prototype their BA final project through a written proposal, including material and/or technical specifications and mock-ups for participation in group show
- CLO 4: Generate an online artist portfolio, or professional website
- CLO 5: Write an artist statement, CV/ résumé, bio and cover letter
- CLO 6: Give a formal, verbal presentation of their artwork and answer audience questions
- CLO 7: Work within deadlines, completing projects by agreed upon dates/ times

## Required Texts/Readings

All reading material will be available on Canvas or given out in class.

## Recommended Texts

Battenfield, Jackie. *The Artist's Career Guide: How to Make a Living Doing What You Love*. Da Capo Press, 2009.

## Other technology requirements / equipment / material

Students will need to bring a sketchbook and one lined notebook/journal and/or laptop to every class. It's okay to share a sketchbook and/or journal with another class as long as you reserve a dedicated large section for this class. Be prepared to write, journal, and sketch in class as well as between meetings. A laptop with Adobe CC Suite (freely available to SJSU is required for in-class work use and projects).

Adobe CC: Free download for SJSU students available here:

<http://www.sjsu.edu/ecampus/teaching-tools/adobe/index.html>.

Lynda.com: Free access through the SJSU library portal here (with library card):

<https://www.lynda.com/portal/patron?org=sjlibrary.org>

## Hazardous Materials (HAZMAT)

Basic training powerpoint: <http://www.sjsu.edu/fdo/docs/hazmatandlabsafetyguidance.pdf>. Material Data Safety

Sheets (MSDS) must be on file for all potentially hazardous materials before they can be used in any of the Art & Design facilities. Students must submit one copy of the material's MSDS to the department in Room 104 and a second copy to the faculty member responsible for the class in which the material will be used. Note that food containers cannot be used for chemical storage and that common household items (bleach, vinegar, etc.) are deemed hazardous materials and must be stored appropriately.

### **Shop Safety**

Please watch the video below <http://www.sjsu.edu/at/atn/webcasting/events/shopysafety/index.html>

### **Library Liaison**

#### **Gareth Scott**

Email: [gareth.scott@sjsu.edu](mailto:gareth.scott@sjsu.edu)

Phone: [\(408\) 808-2094](tel:(408)808-2094)

Dr. Martin Luther King, Jr. Library

4th Floor Administration Offices

Art and Art History Resources: <https://libguides.sjsu.edu/Art>

### **Grading Information**

This course is a credit/no credit class. You must receive a "Complete" or "Pass" for the four main assignments and participate in the majority of participation activities (80% or more of tours, field trips strategic planning, peer feedback, etc.). A 'Complete' essentially means that all directions have been thoughtfully followed and attempted in good faith, any questions have been answered, and the work has been submitted on time and meets any required length or other specified requirement. If you receive an "Incomplete" comment on Canvas about missing or insufficient work, you need to re-submit your work by the following class to receive to receive a Complete. Work will not be accepted one week past the due date.

### **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 at <http://www.sjsu.edu/senate/docs/S12-3.pdf>.

#### **Introductory Presentation**

**Capstone Project 1:** rough prototype, visiting artist/exhibition research

**Capstone Project 2:** rough prototype, photo documentation, visiting artist research, statement

#### **Artist Packet / Online Portfolio**

**Participation & Group Exhibition Engagement: 20%** (Preparedness for readings, field trip and class discussions, small group work, peer feedback, in-class assignments, group exhibition planning, etc.)

**Creative Strategic Planning & Mini Reading/Writing Assign, Field Trips, Tours, Critiques**

All projects are due at the beginning of class on the due date in hard copy or pdf format on Canvas (see schedule), unless otherwise stated. Images must be in jpeg or png format. No Pages files please. All assignments and exercises listed below must be completed to pass the course.

### **Introductory Presentation of Work (6-8 min.)**

Introduce the class to the main ideas, themes and questions behind your work, key sources, influences, and exploratory ideas for BFA exhibition proposal. Include 3-4 images of your work (in-progress work is fine), 1 inspirational/influential work by a well-recognized, contemporary artist, 1 “show and tell” image (anything you’d like to share that is inspiring or preoccupying you right now), 2 exploratory ideas/directions/significant variations for Capstone Project(s) and one question that you’re exploring in your work. Be sure to include image credits and cite work appropriately. Upload your presentation to Canvas. (CLO 1, 2, 3, 7)

### **Capstone Project 1 with proposal with sketch, and critique notes**

Research, develop and install Capstone Project 1 with a written proposal through technical specification. This is a requirement for your BA Project and one of the main objectives is to explore a compelling direction of work for your BA Final Capstone Project. Your proposal must include a detailed exhibition proposal summary (about 2-3 paragraphs), and a clear visual sketch of your idea, including any installation/site-specific considerations. Upload the proposal, sketch and critique notes/reflections to Canvas.

### **Final Artist Packet as Online Portfolio**

Develop an online portfolio/website including the following professional materials: artist statement (around 150-200 words), bio (around 150 words), CV, 4 high quality work samples with image credits (title, medium, dimensions, date, collaborators, installation venue) and brief image descriptions (50-75 words). Design formatting should be consistent across all materials and prioritize legibility and professional impact, as discussed in class via lectures and peer/instructor feedback. (CLO 1, 4, 5, 7).

### **Capstone Project 2 with proposal with sketch, statement, photo documentation & critique notes**

Present one final, finished and clearly developed new project furthering ideas from your initial presentation and Capstone Project. In rare cases, a current work or work-in-progress may be substantially developed for this Final Capstone Project, but prior approval must be obtained with an additional, alternate proposal detailing the ways in which this work will clearly build upon and further earlier ideas. Final Capstone Projects must clearly demonstrate a well-developed line of inquiry over the course of the class and careful consideration to the presentation/context as part of the “material” of the work (installation, curatorial considerations, framing, etc.). Upload proposal with sketch, high quality photo documentation of the final installed work and critique notes/reflections. (CLO 1, 2, 3, 7)

### **Participation**

Active engagement in class dialogue, field trip/s, critiques, in-class work, peer feedback, critiques, discussion and final group exhibition planning is essential. You are expected to be in class, on time, and actively engaged for the full length of the class. Important announcements all begin in the first five minutes of class time and summary of class material in the last five minutes. Coming late or leaving early affects your ability to participate and contribute as part of a thriving learning environment and negatively impacts your participation grade. Your considered and generous peer feedback is also required for occasional assignments, in-class work and critiques. Canvas cannot automatically assign peer feedback if your assignment is late and since alternate arrangements for peer feedback are often not feasible this may impact your ability to participate on a given assignment. Texting or using your phone or laptop for personal use will adversely affect your participation.

### **Strategic Planning, Readings, Writing Assignments, Tours, Field Trips, Critiques**

Throughout this course you will be required to journal studio research and observations, prepare written responses to the course readings and discussions as well as reflect and set future goals and action plans in selected worksheets adapted from Creative Capital Strategic Planning Workbook. Be prepared to write in class as well as between meetings. Visiting Artist and/or external exhibition reviews and other in-class assignment

and peer feedback exercises will be due as part of your research for each Capstone Project. Requirements will be detailed on Canvas and are due at the beginning of class unless stated otherwise. (CLO: 1, 2, 7)

### **Final Examination or Evaluation**

The final examination for this class be on **Wednesday, May 19<sup>th</sup>, 5:15-7:30**

### **Late & Incomplete Work**

It is your responsibility to check assignment deadlines, requirements and comments on Canvas regularly to ensure that you are up to date. Class work is considered late if posted after the due date/time. Any deadline missed will result in lowering the assignment grade one-half letter grade for each week that it is late. If you receive a comment on Canvas about missing or insufficient work, you must re-submit your work by the following class to receive to receive a 'Complete.' If you anticipate missing class, being late, or leaving early, it is your responsibility to let me know before the class. Special circumstances will be taken into consideration (e.g. illness, court appearance, death of a relative.) with appropriate documentation. Some class exercises, lectures and in-class peer feedback cannot be repeated. Review Canvas for updated deadlines and associated course work before emailing me about missed class work. Grading: CR/NC

### **Classroom Protocol**

- Confidentiality
- Honest Self-reflection
- Relate / Connect
- Leave Nobody Behind
- Participate / Ask questions
- Take Space / Make Space / Ensure all have opportunities to speak/listen
- Model respect / Value diverse perspectives
- Speak from our own experiences and perspectives
- Listen generously to the experiences and perspectives of others
- Actively resist making assumptions about one another

### **Department Advising**

For information about majors and minors in Art & Art History, for a change of major/minor forms and a list of advisors: <http://www.sjsu.edu/art/> or the Art & Art History department office in ART 116, [408-924-4320](tel:408-924-4320), [art@sjsu.edu](mailto:art@sjsu.edu)

### **Art Building After Hours Access Policy**

Please see the attached document for further information. Contact Bill Alley ([Bill.Alley@sjsu.edu](mailto:Bill.Alley@sjsu.edu)) or Lydia Black ([Lydia.Black@sjsu.edu](mailto:Lydia.Black@sjsu.edu)) if you have questions.

### **University Policies**

Per University Policy S16-9 (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant information to all courses, such as academic integrity, accommodations, dropping and adding, consent for recording of class, etc. is available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](#) at <http://www.sjsu.edu/gup/syllabusinfo/>

## Art 197 / BFA Senior Project, Spring 2020, Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines
1	Jan 28	Intros & syllabus review / 1st Readings Assign. / Intro 1 <sup>st</sup> Capstone Projects, Presentation Schedule & Visiting Artist Schedule / Experiences in Visual Thinking Ex. / Student exhibitions? <i>Purchase sketchbook and journal/notebook and bring to next class.</i>
2	Feb 4	Reading discussion / Creative Strategic Planning / Small group research & mini presentations / Assign 2 <sup>nd</sup> readings
		<b>Due: 1<sup>st</sup> Readings</b>
3	Feb 11	Alumni Panel / Reading discussion/ Interrogating Bias Game / Begin <b>Introductory Presentations</b> / Assign 3 <sup>rd</sup> Readings
		<b>Due: 2<sup>nd</sup> Readings; Strategic Planning Worksheets on Canvas</b> (upload file or take photos of handwritten sheets); <b>Introductory presentations begin</b> (see schedule)
4	Feb 18	<b>Introductory Presentations</b> & BA Graduation & Exhibition Process with Bill Alley from the Art Office
		<b>3<sup>rd</sup> Readings</b> ; Schedule a meeting with instructor; Continue Work on Presentations & Capstone Proposal Research & Rough Prototypes
5	Feb 25	ATC Presentations! Artist Video clips (Process & Collaboration) / Exhibition & Display Cases / Studio work & Individual and small group meetings with <u>proposal, sketch and rough prototype</u>
		<b>Due: Capstone Proposal, sketch &amp; rough prototype due</b> (hard copy & Canvas) Attend ATC Presentations (see Canvas)
6	Mar 3	SJ Gallery Field Trip Research (see Canvas writing prompt); Continued individual meetings with <u>proposal, sketch and rough prototype</u> / / 4 <sup>th</sup> Readings Assigned
		<b>Due: ATC Research (Canvas); Capstone Peer Feedback (Canvas)</b>
7	Mar 10	Field Trip Discussion & Exhibition Practices / Gallery visits / Artist Packet Portfolio Assign. / Artist Statement Boot Camp <i>Download Free Adobe CS (allow 1-2 days) for next class</i> <a href="http://www.sjsu.edu/ecampus/teaching-tools/adobe/index.html">http://www.sjsu.edu/ecampus/teaching-tools/adobe/index.html</a> .
		<b>Due: Field Trip Research (see Canvas) &amp; 4<sup>th</sup> Readings</b>
8	Mar 17	Capstone Project 1 Critiques
		<b>Due: Capstone Project 1 with visiting artist research (in class or studio critiques)</b>

Week	Date	Topics, Readings, Assignments, Deadlines
9	Mar 24	Intro to Capstone II / Bios & CV's / Exhibition & Display Cases II
		<b>Due: Capstone Project 1 Peer Feedback</b> (midnight, Canvas); Statement and bio draft due on Canvas for peer feedback
10	Mar 31	Spring Break (March 30 <sup>th</sup> – April 3 <sup>rd</sup> ); Cesar Chavez Day (Campus Closed)
11	April 7	Visiting Artist TBA / Intro to website portfolio & design Image documentation & website design / Work time & meetings
		<b>Due: Final Capstone Proposal with sketch &amp; rough prototype; Bio &amp; Statement peer feedback</b>
12	April 14	Field Trip TBA / Website review & Feedback (upload URL as comment on Portfolio Assignment) / Work documentation & Exhibition planning
		<b>Due: Rough Website due (in progress okay must clearly show design direction, website architecture and menu structure, rough draft of statement, and at least one well documented work with credits)</b>
13	April 21	Visiting Artist Lordy Rodriguez - Art & Entrepreneurship, Sustaining A Creative Practice / Mini crits with work-in-progress / Final Readings assigned
		<b>Due: Capstone II in-progress crits; Website Peer Feedback</b>
14	April 28	MFA Panel & Grad School Q & A / Intro Professional Opportunities & Communication / Index Card reflections / Final Exhibition Planning
		<b>Due: Final Readings</b>
15	May 5	Class Final Capstone BA Exhibition & Critiques / Letter to a Young-ish Artist / Exhibition reception & refreshments ( <i>Last regularly scheduled class</i> )
		<b>Due: Installed Final Capstone Project &amp; Exhibition Roles completed</b>
<b>Final Exam</b>	<b>May 19th 5:15-7:30</b>	<b>Online Portfolio</b> (statement, bio, CV, at least 4 work samples with image credits (title, date, medium, size) and short image descriptions <b>Final Capstone Project</b> photo documentation, visiting artist research and project statement

*\*This schedule is subject to change with fair notice given in class and on Canvas.*