

San José State University
Department of Art & Art History
Art 46, Intro to Ceramics, Section 1, Fall 2021

Instructor:	Monica Galvan
Office Location:	IS 123
Telephone:	(Email is preferred)
Email:	monica.galvan@sjsu.edu (best contact during non-office hours)
Office Hours:	MW11-12 (in person/ zoom)
Class Days/Time:	MW 12:30 – 3:20pm
Classroom:	IS 165
Department Office:	ART 116
Department Contact:	Website: www.sjsu.edu/art Email: art@sjsu.edu

Faculty Web Page and MYSJSU Messaging

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on the Canvas learning management system course website. **You are responsible for setting your Canvas settings to alert you when your instructors send an announcement on Canvas.**

Course Description

Studio work in ceramics; a survey of methods used by contemporary artists. Includes use of the potter's wheel, handbuilding techniques, clay preparation, glazing and firing for utilitarian and sculptural work.

This course is designed for beginning students in ceramics. Through demonstrations, discussions, and lectures, you will be provided a general introduction to a wide range of ceramic techniques and concepts, including studio practice in various handbuilding techniques, introductory wheel throwing, low and high-fire surfaces and glazes, and firing procedures. Other relevant videos and “slide” presentations linked to assignments in Canvas will provide an overview of both historical and contemporary ceramics. Studio assignments will vary in length and involvement and will be followed by group critiques/peer feedback. Engaged participation in critiques/peer feedback is mandatory and essential for your progress. This semester, those critiques will take place primarily through Canvas, with required peer feedback as a graded assignment. I expect all students to challenge themselves within the parameters of each assignment, as well as to adopt a collaborative, engaged, and helpful attitude in the classroom. There will be one quiz to test your knowledge of basic concepts and ceramics terminology. Cooperative kiln loading/unloading is normally considered part of the class, participation in those

activities this semester is TBD due this semester's hybrid format. At the end of the semester, there will be one mandatory, in-person studio cleanup, graded for participation.

Other Requirements: Ceramics is a medium that demands sustained attention outside of "regular" class hours, so expect to spend significant additional time **outside of class** working on your projects (3 hours per week is baseline, this will vary from week to week). **Regular "attendance" is crucial to your success in this class.**

MYSJSU Messaging

Announcements and all course materials such as syllabus, handouts, assignments, etc., as well as access to your grades, can be found on Canvas Learning Management System course login website at <http://sjsu.instructure.com>. You are responsible for regularly checking with the messaging system through MySJSU at <http://my.sjsu> to learn of any updates.

I will be making extensive use of the "announcements" feature on Canvas, so make sure you read!

Coronavirus Course Adaptations (Hybrid Format)

This semester, in order to provide maximum flexibility for students during the pandemic, this class will be conducted in a **hybrid format**. **That means that all assignments, technical demonstrations (lots of videos!), critiques, announcements, and evaluative processes will be posted on Canvas** to facilitate this option, ensuring that all students will receive the same technical instruction. All of the Canvas content will be asynchronous in format. ***We will be meeting via zoom as group for our first day and on each critique day including our final.*** The studio on campus will be completely open for your use during our class time, and I will be in class, in person, for the entirety of every class day to assist you. (There will be significant additional hours outside of class time to access the studio, listed below, but during those hours I won't be available to assist). As your personal circumstances permit, I strongly encourage you to make as much of your work as possible in our studio on campus. On campus I can provide feedback and help you much more easily hands-on with your individual works in progress, you will benefit greatly from working with your peers, you avoid the real risk of transporting fragile ceramics from home to the studio, and you can take advantage of our excellent facilities. **You will also have the opportunity to do your studio work either partially or completely from home.** However, this class cannot function entirely online. **Even those students who are working primarily from home will need to make arrangements to transport their work periodically back and forth from the studio (probably by car) in order to get work fired, glazed, and finished, as well as to purchase/pick up tools and materials.** The frequency of these trips to the studio will vary during the semester, and I've tried to minimize them as much as possible, but all deadlines must be met, regardless of whether you're working from home or in the on-campus studio. For those students working primarily from home, I encourage you to take advantage of my Zoom office hours for assistance with your work, and I am open to making arrangements on an individual basis for additional help through Zoom.

Open studio hours: Currently, in addition to our scheduled class time, you will be allowed to access the studio only during those days/times when faculty are on the premises in the area. This semester, those hours are MW 9am-6:50 pm, TuTh 12:30pm-6:50pm, and Friday 9:30 am – 3:30 pm. Access will be through the back gate into the courtyard. If another class is in session in our usual classroom, or it seems a little crowded, you can always use a different space within our large facility. You must be out of the studio, with all materials put away and

your area totally cleaned, at the end of each day's access times. Although my focus will always be on our assignments, you are free to come in and make any independent outside projects you wish (within reason!)

Coronavirus Safety Protocols:

All safety protocols are subject to change as conditions, university and department policies might vary throughout the semester.

While indoors, all students on campus must wear face masks that completely cover the nose and mouth. As of now, with vaccination requirements, there are no additional social distancing regulations or classroom capacity limits. If outside, students should be masked unless they are maintaining six feet of social distancing. Students who are not compliant with PPE and/or social distancing expectations will be asked to leave campus.

Hand sanitizer and face masks are provided at the main building entrances.

Refrain from coming to campus if you feel sick or have a fever. If you test positive or think you have been exposed to the coronavirus, inform me ASAP and use this link to report

https://cm.maxient.com/reportingform.php?SanJoseStateUniv&layout_id=15

Using the link to report will connect you to case managers who will offer support resources as well as engage in contact tracing to ensure our community is kept safe.

Course Learning Outcomes (CLO)

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

CLO1 - Practice hand building and wheel throwing ceramic fabrication processes to complete a variety of studio assignments

CLO2 - Select and apply appropriate surface treatments (glazing)

CLO3 - Demonstrate an understanding of some physical characteristics of clay and the firing process

CLO4 - Safely use ceramics lab equipment and observe general lab policies

CLO5 - Apply a general knowledge of historical and contemporary ceramic art to class assignments (studio and written)

CLO6 - Practice and develop critical skills (critiques, class discussions)

Websites of Interest: cfileonline.org (you should subscribe to this!) For images- artaxis.org, accessceramics.org, ceramicsnow.org, ayumiehorie.com (primarily her links page). For criticism, technical information, current events, exhibition opportunities- criticalceramics.org and criticalceramics.org/oldsite, ceramicstoday.com, lindaarbuckle.com, ceramicartsdaily.org,

Tools and Materials:

Don't wear nice clothes to class (or bring an apron/work shirt), since you will be getting dirty. You'll need an assortment of tools (needle tool, trimming tools, ribs, fettling knife, small sponge, cutting wire, etc.) Normally

sold as a kit, these items are available through the SJSU Ceramics Guild (easiest! \$15), some general art stores, or Clay Planet. (Clay Planet is a local supplier located in Santa Clara, clay-planet.com). A few additional tools (such as small inexpensive carving tools, I recommend Kemper brand A22 wood modeling tool and K23 cleanup tool) would be helpful but are not necessary, these can be found at Clay Planet, online, or through some general art supply stores. You will also need a metal fork and some paintbrushes of various sizes (watercolor brushes work best). A spray bottle is very useful but optional.

In addition, if you plan on working from our studio this semester, you will need to **immediately provide a lock for your provided locker, and plastic to wrap your wet work** (dry cleaning plastic or lightweight garbage bags work well). Clay is available through the Ceramics Guild for \$10 a bag; most students will use two bags of clay in a semester, but you can start with one bag and purchase more as needed if you prefer. Check with me if you're interested in bringing in any other type of clay, to ensure that it is compatible with our studio. **So, unless you have outside supplies, most of you should bring in a total of \$25 to the day designated to purchase materials. Bring cash (EXACT CHANGE ONLY), or checks, made out to SJSU Ceramics Guild. (\$15 for tool kit, \$10 for one bag of clay).**

If you plan on working from home, I still recommend suggest purchasing materials through us our studio on the designated day to purchase materials. If that's not feasible, purchase your clay directly and in-person through Clay Planet (info above). The clay we use in this class is called "Orion Stout", do NOT use any other type of clay without my approval. You could also purchase their "Kemper Pottery Tool Kit". (You can also purchase similar tool kits on Amazon or most art supply stores, the 8- or 9-piece Kemper kit is best quality).

Estimated cost: \$25-\$50

Course Requirements and Assignments (and percentage of grade)

Carved Pinch pots (10%)

Skull Excavation (25%)

Abstract Textured Slab Construction (15%)

Coil Constructed Form (20%)

Wheel Thrown/ Hand Built Vessels (15%)

Quiz (5%)

Class participation (10%)

NOTE that [University policy F69-24](http://www.sjsu.edu/senate/docs/F69-24.pdf) 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."

Class participation: This includes written responses in Canvas to one-on-one meetings, slide lectures, and group critiques. Students will be assigned critique dates to maximize work time. The class participation grade will be based on short Canvas entries commenting on what was discussed in one-on-one meetings with me, critiques, slide lectures, and visiting artist lectures.

Grading Policy

I expect a high degree of commitment to this class. Your persistence, imagination, and level of involvement in solving visual problems determine the quality of your work. Be sure to challenge yourself within the parameters of each assignment. The criteria I use in assigning grades for studio assignments are described within each assignment, but generally include the quality and complexity of the ideas being explored (including preparation, research, and preliminary sketches if required) and your success in executing these ideas (problem solving, craftsmanship, attention to detail, presentation).

All work must be finished and turned in according to described deadlines and instructions. I will accept late assignments until the **last instructional day of the semester, but they will be downgraded by one full letter grade.** The exception to this policy is “checks for work in progress”, and the quiz, which will not receive any credit if submitted late. Assignments late due to medical/personal reasons may be exempt from penalty pending appropriate medical documentation and/or permission of instructor. **Please note:** Except in cases of documented emergencies, incomplete grades are not given in this course.

Access to your grades throughout the semester will be made available through the SJSU Canvas system. I will assign you a numerical grade for each of your projects in this class, as follows (a “C” and above constitutes a passing grade for the course):

97-100 = A+

93-96 = A

90-92 = A-

87-89 = B+

83-86 = B

80-82 = B-

77-79 = C+

73-76 = C

70-72 = C-

67-69 = D+

63-66 = D

60-62 = D-

59 and below = F

A= Excellent work

B= Above average work

C= Average work

D= Below average work

F= Unsatisfactory work

Classroom Protocol

As a courtesy to all, **use of cell phones or any other electronic media is generally prohibited** during class meeting times. You have considerable flexibility this semester on either working from home or in the studio, but when you are in the studio, I expect you to be prepared and focused on your work. No attendance will be taken this semester, you are free to come and go within your designated class times. Strict adherence to outlined safety protocols is absolutely required, if you fail to meet these requirements you will be asked to leave the studio and campus.

Clean up in our studios begins 20 minutes before the end of your access period. It is crucial that ALL areas that you have used must be cleaned before you leave the studio. For the safety of everyone sharing the studio, take care not to generate excessive dust (no dry sanding) and do not use any toxic materials in the studio. All cleanup of dry materials will be done with a **wet sponge**. (If working from home, you should follow same processes to minimize dust, and avoid getting excessive clay into your sink, it can clog up pipes...) When needed, we will do additional collective cleanups during class time to maintain a safe and workable studio space. All finished and graded work must be removed from the studio promptly. An additional and mandatory department wide cleanup will take place at the end of the semester.

Academic Dishonesty

Students who are suspected of cheating during an exam will be referred to the Student Conduct and Ethical Development office and depending on the severity of the conduct, will receive a zero on the assignment or a grade of F in the course. Grade Forgiveness does not apply to courses for which the original grade was the result of a finding of academic dishonesty.

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](http://www.sjsu.edu/senate/docs/S90-5.pdf) at <http://www.sjsu.edu/senate/docs/S90-5.pdf>. More detailed information on a variety of related topics is available in the [SJSU catalog](http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html), at <http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.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](http://info.sjsu.edu/static/catalog/policies.html) 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](http://www.sjsu.edu/provost/services/academic_calendars/) at http://www.sjsu.edu/provost/services/academic_calendars/. The [Late Drop Policy](http://www.sjsu.edu/aars/policies/latedrops/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](http://www.sjsu.edu/advising/) 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), <http://www.sjsu.edu/senate/docs/S12-7.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 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](http://www.sjsu.edu/senate/docs/S07-2.pdf) 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](http://www.sjsu.edu/studentconduct/) 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](http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf) 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](http://www.sjsu.edu/aec) (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](http://www.sjsu.edu/senate/docs/S14-7.pdf) at <http://www.sjsu.edu/senate/docs/S14-7.pdf>.

Student Technology Resources

Computer labs for student use are available in the [Academic Success Center](http://www.sjsu.edu/at/asc/) 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](http://peerconnections.sjsu.edu) at <http://peerconnections.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](http://www.sjsu.edu/writingcenter) 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](http://www.sjsu.edu/counseling) at <http://www.sjsu.edu/counseling>.

Zoom Classroom Protocol

Online Class Protocol:

All classes will meet via Zoom during the regular class hours. You are not **required** to have your camera turned on-- but if you are able, it will greatly improve the quality of the class as a whole, to have as many cameras on as possible. Students are asked to arrive punctually for the Zoom classes. Late arrivals may have to wait a few minutes before entering the Zoom session as late admission requires intermittently checking the "waiting room." All sessions will be recorded and uploaded to Canvas.

Zoom Meeting Transcripts Zoom allows participants to communicate with group messages to all of the meeting participants and/or to send private messages to individual participants. Although it seems reasonable that private messages stay between two people, please be aware that all of the group messages and all private messages will be included in the meeting transcript.

Zoom Meeting Attendance Report: Zoom provides a roster of people who attended the meeting along with the times they joined and left the meeting.

Let me know if you have any questions.

Do not perform any process for this class if you did not see a safety demonstration on that process, or if you have forgotten any detail of the demonstration.

Questions:

It is important that you ask any and all questions you have as we go along. If you are confused about an assignment, or if I haven't made something clear, please ask me in class or stop by during my office hours. I will be happy to discuss a project at any stage with you.

Department Advising

For information about majors and minors in Art & Art History, for 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, art@sjsu.edu

Library Liaison

Gareth Scott

email: gareth.scott@sjsu.edu

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

Dr. Martin Luther King, Jr. Library, 4th Floor
Administration Offices

ART 46/Section 01- Introduction to Ceramics, Fall 2021 Course Schedule

****This calendar is subject to change. You will be notified in class and via email in advance.*

Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines
1	8/23	Course introduction Via Zoom (<u>Due by 11:59 pm Introduction Post to Discussions</u>)
2	8/25	Multi-cultural presentation on ceramic carving techniques. Carving demo and pinch pot vessel work time
2	8/30	Begin First Project; Pinch method creating the skull demo; Construction exercise. Carve pinch pots
3	9/1	Clay Transformations/mimicking environments Ceramics lecture; Adding the sockets and jaw demo;
3	9/6	Labor Day - No Class
4	9/8	Slab construction and carving demo; review sketches establishing the environmental factors of your skull (bring in reference photos)
4	9/13	Colored Slip demo; Workday
5	9/15	Work day; last day of wet work on skulls (<i>Due 11:59 pm Discussion Ceramic Artist presentation</i>)
5	9/20	Slab constructed abstraction project presented and demo on the slab roller.
6	9/22	Texturizing and completing slab abstraction project
6	9/27	Workday--Underglazing/ low fire glaze and Staining demo; Work day on Skulls
7	9/29	Due: Glazing on skull project, Work Day
7	10/4	High fire glazes demo for pinch pot vessels
8	10/6	CRITIQUE: Skulls Via Zoom
8	10/11	Coil Construction Demo; Intro to Ancient Vessel Project Presentation
9	10/13	DUE: Abstracted Slab project glazed forms posted to discussions; Bring in sketches and reference photos for Ancient Vessel Project

9	10/18	QUIZ ; Work day (<i>DUE 11:59 pm Critique 3 students work in slab abstraction Discussion</i>)
10	10/20	Work day
10	10/25	Work day
11	10/27	ANCIENT VESSEL WET WORK DUE FOR CRITIQUE (last day of wet work in class) Demo on hand-built Vessels
11	11/1	Group 1: Wheel Work Day; Demo Cylinders
12	11/3	Group 1: Wheel Work Day
12	11/8	Group 1: Wheel Work Day; Handle making Demo
13	11/10	Group 2: Wheel Work Day; Demo Cylinders
13	11/15	Group 2; Wheel Work Day
14	11/17	Group 2; Wheel Work Day; Handle Making Demo
14	11/22	WORKDAY; 10 Cylinder forms due
15	11/24	FINAL DAY OF WET CLAY – ALL WORK UNCOVERED
15	11/29	Glaze Workday
16	12/1	FINAL GLAZE DAY
16	12/6	Studio Art Pickup Day and Art Work Photography Opportunity (<i>Submit Photos and complete Writing Prompt in discussions on Canvas</i>)
17	12/8	STUDIO CLEAN-UP DAY
Final Exam	12/14	Via Zoom 12:15-2:30; FINAL CRITIQUES (It's a Tuesday!)