

**San José State University**  
**Department of Art & Art History**  
**ART 197, BA Senior Project, Section 1, Fall 21**

**Course and Contact Information**

<b>Instructor:</b>	Mel Day
<b>Office Location:</b>	Online (Zoom link will be provided in class and on Canvas)
<b>Telephone:</b>	Email preferred
<b>Email:</b>	<a href="mailto:melissa.day@sjsu.edu">melissa.day@sjsu.edu</a> (expect a reply within 24-48 hours)
<b>Office Hours:</b>	Virtual office hours <b>12:15-1:15pm</b> via Zoom
<b>Class Days/Time:</b>	<b>Tuesdays, 9-11:45am</b>
<b>Classroom:</b>	Online via Zoom
<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.

**Online Class Protocol**

All classes will meet punctually via Zoom during the regular class hours. Class link will be posted on Canvas. You will need access to a computer with internet, camera and speaker/microphone. You are required to turn on your camera or use a virtual background if privacy issues are a concern. If this is an issue, please let me know before class begins. Please be dressed and ready for class as you would during an in-person session. The majority of the classes and/or lectures 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.

## Recording Zoom Classes

This course or portions of this course (i.e., lectures, discussions, student presentations) will be recorded for instructional or educational purposes. The recordings will only be shared with students enrolled in the class through Canvas. The recordings will be deleted at the end of the semester. If, however, you would prefer to remain anonymous during these recordings, then please speak with the instructor about possible accommodations (e.g., temporarily turning off identifying information from the Zoom session, including student name and picture, prior to recording).

Students are not allowed to record without instructor permission. Students are prohibited from recording class activities (including class lectures, office hours, advising sessions, etc.), distributing class recordings, or posting class recordings. Materials created by the instructor for the course (syllabi, lectures and lecture notes, presentations, etc.) are copyrighted by the instructor. This university policy (S12-7) is in place to protect the privacy of students in the course, as well as to maintain academic integrity through reducing the instances of cheating. Students who record, distribute, or post these materials will be referred to the Student Conduct and Ethical Development office. Unauthorized recording may violate university and state law. It is the responsibility of students that require special accommodations or assistive technology due to a disability to notify the instructor.

## Technology Requirements

Students are required to have an electronic device (laptop, desktop or tablet) with a camera and built-in microphone. SJSU has a free equipment loan program available for students. Students are responsible for ensuring that they have access to reliable Wi-Fi during tests. If students are unable to have reliable Wi-Fi, they must inform the instructor, as soon as possible or at the latest one week before the test date to determine an alternative. See Learn Anywhere website for current Wi-Fi options on campus.

## Zoom Classroom Etiquette

- Turn on your video (use appropriate and professional virtual background if privacy is a concern)
- Mute Your Microphone: To help keep background noise to a minimum, make sure you mute your microphone when you are not speaking.
- Be Mindful of Background Noise and Distractions: Find a quiet place to “attend” class, to the greatest extent possible.
- Avoid video setups where people may be walking behind you, people talking/making noise, etc.
- Avoid activities that could create additional noise, such as shuffling papers, listening to music in the background, etc.
- Position Your Camera Properly: Be sure your webcam is in a stable position and focused at eye level.
- Limit Your Distractions/Avoid Multitasking: Focus on the meeting by turning off notifications, closing or minimizing running apps, and putting your phone away (unless you are using it to access Zoom).

## Course Format

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

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on [Canvas Learning Management System course login website](#) at <http://sjsu.instructure.com> and will be organized in [Modules](#). 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. 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 and you know how to view modules as it will make it much easier to find and upload assignments. You are expected to meet with the Instructor at least once during office hours to discuss your Capstone Projects.

### **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. Capstone projects will be developed iteratively throughout the course in two main phases (Capstone 1 & Final Project) with corresponding mini assignments, written proposals, presentations, readings, critiques, videos, virtual field trips, visiting artist lectures, presentations, and individual meetings. Class will focus on deepening creative inquiry and laying essential groundwork for a professional, research-based practice. Students are required to develop an artist packet as part of an online portfolio. The semester will culminate in an online, student organized class exhibition of final capstone studio projects. (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.

### **Recommended Texts**

Morrill, Rebecca. *Akademie X: Lessons in Art + Life*. Phaidon, 2015.

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**

You will need a sketchbook and/or a notebook or journal. A laptop with Adobe CC Suite (freely available to SJSU students) 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 all the required assignments outlined below and participate in the majority of in-class activities such as mini assignments, class discussions and small groups. 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 another specified requirement. If you receive an 'Incomplete' on Canvas for missing or insufficient work, you need to update and re-submit your work before the following class. Work not completed after one week will be marked incomplete.

### **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 1**

#### **Final Capstone Projects**

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

#### **Final Capstone Group Exhibition**

#### **Participation & Exhibition Reception/Talk** (readings, workshops, discussions, peer feedback, etc.)

At the beginning of class you will set up an [Adobe Spark page](https://spark.adobe.com/sp/) (https://spark.adobe.com/sp/) as a way to iteratively track and share your Capstone project work online. One individual meeting with the instructor will be scheduled outside of class at a mutually agreeable time.

All projects are due at the beginning of class on the due date unless otherwise specified (no Pages files please!). All of the above assignments must be completed to pass the course. Critiques and the final exhibition opening and artist tour are mandatory. Note: Department guidelines state that there is no sharing of project work between classes unless you have discussed special circumstances with the instructor.

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

Introduce the class to your work and ideas by sharing three to four images of previous and/or current work-in-progress. Describe one challenge, opportunity, or issue (social, personal, economic, cultural, political, etc.) that is meaningful to you and research one related, inspirational work by an artist from art21.org. Be sure to include image credits and cite work appropriately. Briefly outline one initial, potential idea that relates to this challenge/opportunity/issue for your Capstone Project (100 words) along with a rough sketch or other supporting visual. Share a link to the results of your **Adobe Spark Warm-up Assignment** as further potential inspiration. Upload your presentation to Canvas and be prepared to share over Zoom. (CLO 1, 2, 3, 7)

### **Capstone Project 1**

This is a substantial, completed work exploring a personally meaningful direction of research and line of questioning. Capstone 1 is a great opportunity to experiment and take risks with expanded media, tools, and conceptual strategies in your work as will be discussed further in class lectures, mini-assignments, discussions posts, and readings. Ideas will be developed through a researched, written proposal (250 words) including an updated rough or in-progress prototype of your idea and one (new) inspirational, related artist and article as further research for your ideas. Share your completed Capstone 1 projects on your Spark page with at least three high quality work samples (e.g. from different vantage points, as a series, etc.) along with a project statement and a self-evaluation reflecting on the main take-aways/learnings for the Final Capstone project. The goal is to grow and deepen your ideas throughout the process and to build on Cap 1 learnings for your Final Capstone Project and group exhibition. Critiques are mandatory as this is an important opportunity for critical feedback for your Final Capstone Project. Upload to Canvas as an Adobe Spark project page link and be prepared to share via Zoom (see Canvas). (CLO 1, 2, 3, 7)

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

Develop an online portfolio website including the following professional materials: artist statement (200 words), bio (150 words), CV, four high quality work samples with image credits (title, medium, dimensions, date, collaborators, installation venue) and brief image descriptions (100 words). Design formatting should be consistent across all materials and prioritize legibility and professional impact, as discussed in class via lectures and considering peer/instructor feedback. (CLO 1, 4, 5, 7).

### **Final Capstone Project**

Develop and present a culminating Final Capstone Project for our group exhibition. This is not a new direction but a substantial build upon your learnings and main-take-aways from your Capstone 1 project. Final Capstone proposals will include a rough prototype and detail the ways in which the proposed work clearly builds upon Cap 1 learnings and considers presentation/context as part of the “material” of the work (site, installation, scale, curatorial considerations, framing, etc.). Once approved, Final Projects will be developed and refined as part of an installation for the class group exhibition.

Upload exhibition ready, high quality photo and/or video documentation of the final project on your Spark page along with a refined (spell-checked) 150-word gallery statement via your Spark page. In a second paragraph, detail how you ideally envision the work installed on the virtual platform (framing, scale, position, context, etc) and how these installation choices relate to your project idea. Include a rough sketch or other visual to illustrate your installation idea(s). Upload finalized projects with image credits and the final gallery statement to the exhibition platform(s). Note: Final critiques and the exhibition opening/tour are mandatory. Department guidelines state that there is no sharing of project work between classes unless you have discussed special circumstances with the instructor. (CLO 1, 2, 3, 7)

### **Participation**

Active engagement in class dialogue, field trips, critiques, in-class work, peer feedback, critiques, 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. 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.

### **Readings, Mini-Assignments, Workshops, Journaling**

Throughout this course you will be required to journal research and prepare written responses to the course readings and discussions. 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 **Friday, Dec. 10<sup>th</sup>, 7:15-9:30.**

### **Late & Incomplete Work**

It is especially important to get your work in on time as we need to coordinate our progress for our final group exhibition. Class work is considered late and marked incomplete if it's posted after the due date. I may give a one-time, one-week extension for extenuating circumstances if you email ahead of time. If submitted work is incomplete, you have until the beginning of the following class to earn a "Complete" for the work (if time allows). Late assignments will not be accepted after one week. Repeatedly being late for assignments or handing in incomplete work will result in an "Incomplete" for the class. If you need to miss a class, please email me beforehand, and let me know how you will make up for the work by consulting Canvas and the syllabus and discussing any missed work with your partners. Special circumstances will be taken into consideration (e.g. illness, court appearance, death of a relative.) with appropriate documentation.

### **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

Show up on time, prepared to contribute to an atmosphere of mutual respect. I encourage your active participation and welcome both respectful discourse and reasoned debate. However, if your language or conduct at any time demonstrates a lack of respect for anyone’s race, gender identity or expression, sexuality, culture, beliefs, or abilities, you will not be permitted to participate further.

**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, [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**

General Expectations, Rights and Responsibilities of the StudentAs 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/S90-5.pdf>. More detailed information on a variety of related topics is available in the SJSU catalog , at <http://info.sjsu.edu/web-dbgen/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. 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 /Section 01, BA Senior Project, Fall 2021, Course Schedule**

Week	Date	Topics, Readings, Assignments, Deadlines
1	8.24	<b>Intros &amp; syllabus review / Intro to Visual Thinking &amp; Agency / Review Presentation Schedule, Warm-up Assignment &amp; Amanda Williams reading</b> <i>Purchase a notebook or sketchbook - bring to all future classes</i>
2	8.31	<b>Reading Discussion &amp; Theaster Gates clip / Getting started on Capstone Projects:</b> Overview, examples & prompts / Spark page set-up
		Due: Complete “Start Here” module with presentation sign-ups, discussion post 1 <sup>st</sup> Readings/videos (complete the intro module to access this reading)

Week	Date	Topics, Readings, Assignments, Deadlines
3	9.7	Lessons in Art & Life: Pedro Reyes / <b>Intro Presentations</b> / Review Proposal Assign.
		Due: Discussion Post - Getting Started on the Capstone Projects?!
4	9.14	Lessons in Art & Life: Trinh Mai / <b>Intro Presentations</b> / Breakouts
		<b>Due: Intro Presentations on Canvas</b> (include warm-up assignment image and assignment or link to Spark Page)
5	9.21	Lessons in Art & Life: William Kentridge / <b>Intro Presentations</b> / <b>Proposals</b>
		Due: Proposal & Rough Prototype
6	9.28	<b>Interdisciplinary Art Talk</b> / Worktime & Meetings / Review 2 <sup>nd</sup> readings
7	10.5	<b>Capstone 1 critiques</b> / Meetings / 2nd readings assigned
		<b>Due: Capstone 1 project</b> (Spark)
8	10.12	<b>Intro to Final Capstone &amp; Exhibition</b> / Online Portfolio: <b>Workshop Artist Statement</b>
		Due: 2 <sup>nd</sup> Readings; Capstone Peer Reviews
9	10.19	<b>Guest Artist &amp; Risograph Workshop</b> / Online Portfolio: <b>Workshop CV &amp; Bio</b>
		Due: Artist Statement
10	10.26	<b>Individual meetings &amp; work time</b>
		Due: Final Capstone Proposal, Rough Prototype <i>ATC Exhibitions: October 25 – 29</i>
11	11.2	<b>Online Portfolio &amp; Work Samples</b> / Initial Exhibition Planning
z		Due: Risograph assignment (google drive; optional); Proposal Peer Reviews <i>* must have Adobe Photoshop or Lightroom installed in time for this class</i> <i>** MFA Thesis Exhibitions November 1 – 12</i>
12	11.9	<b>Context, Installation &amp; Meaning Lecture</b> / Exhibition tour & exhibition roles



Week	Date	Topics, Readings, Assignments, Deadlines
13	11.16	<b>Capstone Presentations</b> / Guidelines & instructions for uploading work
		<b>Due: Final Capstone Projects &amp; gallery statement</b>
14	11.23	Worktime & meetings
		Due: Final Cap Peer Feedback; Finalized projects & statements all uploaded
15	11.30	Visiting Artist (TBC) / <b>Professional studio practice opportunities &amp; resources</b> Review portfolio websites / Final exhibition planning / Review Final Readings & Resources / <i>(Last regularly scheduled class)</i> /
		Due: Rough websites
<b>Final Exam</b>	<b>12.10</b> 7:15- 9:30am	<b>Final Critiques / Artist Talk Rehearsal</b> <b>Exhibition Reception Opening (time TBA)</b> <b>Due: Online Portfolio</b>

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