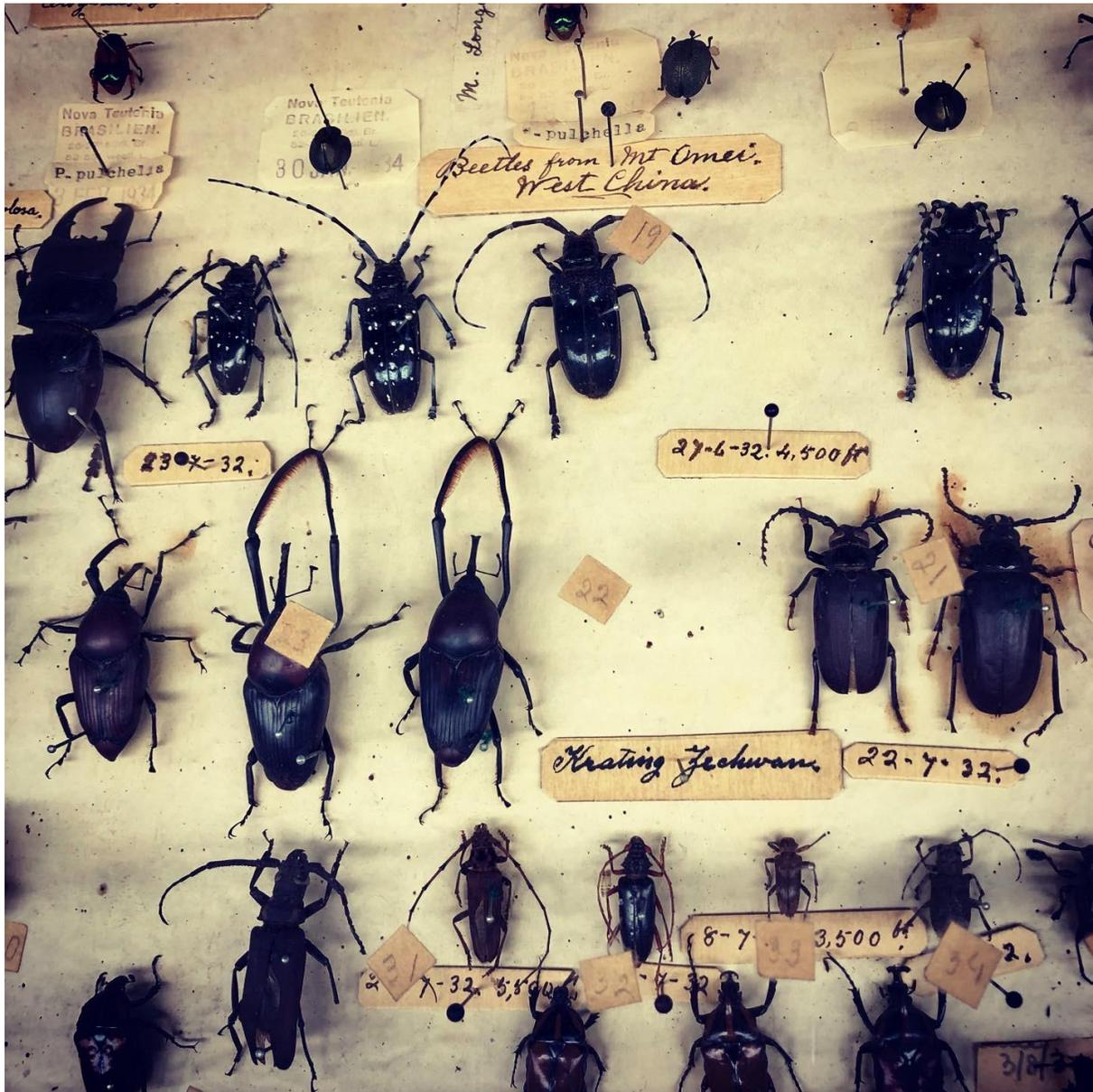


MCS 4605E Museum and Curatorial Practicum: Insect as Idea
2021-2022

Mondays, 2:30-5:30
JLVAC 247



Professor: Dr. Helen Gregory
Office: McIntosh Gallery, room 5B (lower level)
Office Hours: Mondays, 11:00 am-12:00 pm
Email: hgregory@uwo.ca
TA: TBA

COURSE DESCRIPTION AND OBJECTIVES

In this capstone seminar class, students will work with the professor/curator to mount the major curatorial project, *Insect as Idea*, scheduled to run at McIntosh Gallery from April 28 – June 18, 2022. The exhibition will examine insects within a multispecies framework, understanding the role that they play throughout ecological systems. How have we learned from insects in the past and what can they tell us about the future? Bringing together a selection of Riker mounts from the extensive and stunning historical insect collection belonging to the Zoological Collection at Western University with the work of a number of contemporary artists, this exhibition presents an important cross-disciplinary collaboration and learning opportunity, set within a conceptual frame that asks audiences to think with insects across multiple ecologies.

The class will provide a cross section of essential skills and practical experience including developing an exhibition proposal, exhibition planning and programming, exhibition design, artists' contracts, inter-institutional loan procedures, communications and publicity. Some additional key skills normally covered in MCS3620 will be incorporated into this course, including collections development: museum accession and deaccession procedures protocols, and CCPERB (Canadian Cultural Property Export Review Board) application procedures; and an introduction to shipping artworks, object care and storage in museums.

This participatory museum studies course is organized around three major components: a single-authored individual exhibition assignment/major curatorial proposal that is broken down into smaller sections across both semesters; a group project focusing on the idea of the multisensory museum to design a new permanent exhibition or installation in a fictional museum; and a final large-scale exhibition that will open in April at McIntosh Gallery. A large portion of the work in this class will be self-directed, and students should be prepared spend at least as much time working in remote locations as they do in class.

The goal of this class is to foreground creativity in exhibition design and practice. Students will develop design skills and will also learn about exhibition design, collections management, and museum and gallery administration. This class focuses on hands-on, practical experience.

Please note that some classes have been left open and flexible to account for time required to work on the group projects, the *Insect as Idea* exhibition, for potential opportunities for visits with artists or museum professionals, and to workshop ideas.

Assignments

Individual Exhibition Assignment: 50% (various components due in Fall and Winter semesters)

Group Assignment/Presentation (The Multisensory Museum): 20%, Due January 17

Insect as Idea Journal: 20%, Due March 14 (exhibition April 28 – June 18, 2022)

Attendance and Engagement: 10%

Individual Exhibition Assignment: worth 50% of course grade*

Over the course of Fall and Winter semesters, students will develop an in-depth exhibition proposal for Museum London or McIntosh Gallery (or another museum of their choice if information such as accurate gallery measurements, is available). This is a major assignment, requiring extensive research and preparation. The assignment is broken into multiple components, and students will receive extensive feedback from peers, professionals, and the professor about their project:

1. Initial exhibition idea/expression of interest (1 paragraph): October 4, 2%
2. In-depth exhibition idea/expression of interest (1 page, single-spaced): October 25, 8%
3. List of exhibition content (i.e. artworks and locations; artefacts; objects): November 15, 5%
4. Sketch Up or maquette of galleries and design overview: January 31, 15%
5. Accessibility Plan; Budget; Programming Plan: February 14, 15%
6. Promotions plan with examples: February 28, 15%
7. Catalogue Essay draft: March 7, 15%
8. Pecha Kucha/informal presentation: March 21, 5%
9. Submission of entire Exhibition assignment: March 28, 20%

Group Assignment (The Multi-Sensory Museum): 20%

Due: January 17

Students will be placed in groups and given the task of “planning” a multi-sensory “permanent” exhibition for a fictional museum (science, natural history, contemporary art) of the group’s choosing. Examples and potential sources will be discussed in class. Groups will each be given 45 minutes on January 17 to present their vision of the museum to the class as if it were a competitive bid. A hard copy of the bid (with supporting material) will be handed in, with a component written individually by each student. We will spend some time in class reviewing the marking criteria and the details of this assignment.

Students will receive a group mark and an individual mark, and the final grade will be an average of the two.

***Insect as Idea* Exhibition Journal: 20%**

Due: March 14

(Time will be spent in class discussing the specifics of this assignment) Students will also be asked to keep a journal of contributions to the exhibition and to give in class progress reports.

Attendance/Participation: 10%

This mark will be determined by attendance, the extent and quality of engagement in class discussions, and the ability to demonstrate knowledge and understanding of the readings.

Learning Outcomes, Museum Studies

The Readings

- Students will develop a greater understanding of the issues and politics which are significant to the museum field and to the topic of the McIntosh Gallery exhibition.

The Exhibition

- Students will each learn about the process of designing and mounting a public exhibition.
- Through first-hand experience, students will develop a greater understanding of the variety of roles involved in curating an exhibition, including: budgeting, fundraising, copy-writing and editing, creating a catalogue, community outreach, event planning, website design, and mounting an exhibition.
- Students will have the opportunity to work both independently and as part of a team.
- Students will develop time-management and communication skills.

Assignments

- Students will have the opportunity to hone their critical thinking and writing skills.
- Students will develop an in-depth and professional exhibition proposal.

Field Trips and Classroom Visits

- Field trips and classroom visits introduce students to professionals in the field of art, art history, and museology.
- These events are professional development opportunities, which will give students the opportunity to learn more about the arts, culture, and museum sector.
- These events give students a forum to ask professionals career-related questions, offering the potential for ongoing mentorship.

Group Project

- Students will experience working as part of a team.
- Students will work with challenging material and will participate in designing an exhibition space for an existing museum.

Overall

Students will undertake assignments that will expose them to the major facets of working in the museum world. Students will be required to write clearly and concisely, to work under pressure, to work with a team, to give and take constructive criticism, to think creatively about curatorial spaces, to work with a budget, and to plan and execute an exhibition. The overall purpose of the class is to verse students in the critical methodologies that top curators must understand in order to move through the field. In sum, this class will teach students that curation is about much more than hanging pictures.

**Western University
Visual Arts Department**

POLICIES

Submission:

All assignments should be submitted through Dropbox on OWL unless otherwise noted directly on the assignment.

Late Policy

Students are expected to complete all assignments on time. Assignments are considered late after the start of class the day they are due. Students seeking academic accommodation on medical grounds for any missed tests, exams, participation components and/or assignments must apply to the Academic Counseling office of their home Faculty and provide documentation.

Typically, assignments will be docked 2% per day for the first 5 days, and 5% per day thereafter, inclusive of weekends.

HOWEVER, because one of the components for this course is a group project and individual lateness will impact the rest of the group, students must consult with the professor as well as their Academic Counsellor if illness or other accommodations will affect the group assignment.

Prerequisite Checking:

You are responsible for ensuring that you have successfully completed all course prerequisites and that you have not taken an antirequisite course. Lack of prerequisites may not be used as basis of appeal. If you are not eligible for a course, you may be removed from it at any time, and you will receive no adjustment to your fees. These decisions cannot be appealed.

Plagiarism:

Plagiarism, which may be defined as “The act or an instance of copying or stealing another’s words or ideas and attributing them as one’s own,” will not be tolerated. (Citation excerpted from Black’s Law Dictionary, 1999, 7th ed., p. 1170). This includes presenting the visual or aural work of another creator as your own. Visual or Aural Plagiarism may involve both hand-based media such as drawing, painting, printmaking and sculpture, as well as digital media such as photography, video and sound. It includes work subsequently manipulated or transferred between different media, as well as self-plagiarism – work submitted for assignments previously produced and graded for another course. Similar to textual plagiarism, all student work involving the visual or aural work of others must be appropriately cited/identified whether in print or orally. Failure to do so will lead to similar academic penalties as those identified in Western’s Academic Calendar.

Student Conduct:

All students will conduct themselves in a manner that will be consistent with the maturity and academic integrity expected of university students. Student conduct shall be consistent with the general laws of the community and with University regulations. Students shall show regard and respect for the rights, safety, and property of all members of the University community and are expected to act in a responsible manner within the University and the community at large.

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/code_of_conduct.pdf

Academic Sanctions:

In instances of non-payment of prescribed tuition and other fees, the University shall seal the academic record. When an academic record is sealed, the student will not be able to: a) view grades; b) register in future courses; c) receive transcripts or a degree diploma; d) obtain admission or readmission.

The above prohibitions shall be in force until such time as indebtedness to the University, including payment of fee for removal of the seal, has been cleared to the satisfaction of the University.

http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&Keywords=academic%20sanctions&SubHeadingID=169&SelectedCalendar=Live&ArchiveID=#SubHeading_169

Additional Course Material Request Policy

For online courses the material may be presented in a variety of ways at the instructor's discretion. Requests for additional material can only be made in cases necessitating academic accommodation. If a student requires Academic Accommodation for the course material, they can contact Western's Academic Support & Engagement

department. <http://academicsupport.uwo.ca/>

Academic Consideration:

Students will have up to two (2) opportunities during the regular academic year to use an on-line portal to self-report an absence during the term, provided the following conditions are met: the absence is no more than 48 hours in duration, and the assessment for which consideration is being sought is worth 30% or less of the student's final grade. Students are expected to contact their instructors within 24 hours of the end of the period of the self-reported absence, unless noted on the syllabus. Students are not able to use the self-reporting option in the following circumstances:

- for exams scheduled by the Office of the Registrar (e.g., December and April exams)
- absence of a duration greater than 48 hours,
- assessments worth more than 30% of the student's final grade,
- if a student has already used the self-reporting portal twice during the academic year

If the conditions for a Self-Reported Absence are not met, students will need to provide a Student Medical Certificate if the absence is medical, or provide appropriate documentation if there are compassionate grounds for the absence in question. Students are encouraged to contact their Faculty academic counselling office to obtain more information about the relevant documentation.

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. **All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office of a student's Home Faculty.**

For Western University policy on Consideration for Student Absence, see [Policy on Academic Consideration for Student Absences - Undergraduate Students in First Entry Programs](#)

and for the Student Medical Certificate (SMC), see:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf.

Attendance:

Under university regulations, if someone misses more than 15% of their classes (15% is equivalent to missing 8 hours of Lecture and/or Studio Lab, due to absence or lateness, or a combination of both, per semester) without written corroboration for health or bereavement, students can be debarred from participation in final evaluations and/or assignments.

Note that if a student is consistently absent from a 3-hour class for 1 hour, they will exceed the 15% cutoff and be debarred; assignments may stop being accepted and such assignments will receive a mark of 0 (zero)

Religious Accommodation

Students should consult the University's list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the [Western Multicultural Calendar](#).

Electronic Devices:

During Exams: Unless you have medical accommodations that require you to do so, or explicit permission from the instructor of the course, you may not use any electronic devices during any tests, quizzes, midterms, examinations, or other in-class evaluations.

During Lectures and Tutorials: Although you are welcome to use a computer during lecture and tutorial periods, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in class. **Unless explicitly noted otherwise, you may not make audio or video recordings of lectures – nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.**

Normal Building Access (September 1st to April 30th) (Subject to change):

The John Labatt Visual Arts Centre will be closed at 10:00pm each night Monday to Friday. There will be no after-hour access for undergraduate students. The Centre is open weekends 12:00pm-5:00pm unless otherwise posted; access by side entrances only. Students should be

prepared to vacate the building promptly at 10:00pm and 5:00pm. You must also sign-in with the building monitors when working in the workshop areas outside of regular office hours.

Permission re: Promotion:

You grant permission for Western University to reproduce your name, information describing your artwork, representations of your work and any other information you have provided for the purpose of display, promotion and publicity either now or in the future.

By installing your artwork in the John Labatt Visual Arts Centre, you grant Western University an irrevocable, perpetual, royalty-free world-wide licence to photograph your artwork and use such photograph(s) for the promotion of your artwork and/or Western University, including, without limitation, advertising, display, editorial, packaging, promotion, television, social media, the Department of Visual Arts website, flickr, Twitter, Instagram etc.). Students wishing to not have their work photographed should not exhibit it in the Visual Arts Centre, Artlab Gallery or Cohen Commons. As the area is open to the public, students, faculty, staff and other visitors will not be prohibited from photographing your artwork while on exhibit at the John Labatt Visual Arts Centre.

You otherwise retain all ownership in your artwork.

Artwork Installation Liability Release:

You understand that the area where your artwork will be hanging or displayed is unsupervised and is in a part of the building that may be open to the public, day and evening, whether or not the building is open. Western University accepts no responsibility for damage to, or loss of, artwork at any time while on display or while being transported to or from the John Labatt Visual Arts Centre. By displaying your artwork in the John Labatt Visual Arts Centre, you accept all risk of loss or damage to your artwork. Western University does not provide insurance for the artwork on exhibition. If you wish to insure artwork, it is your responsibility to do so.

Removal:

Western University reserves the right to dispose of artwork not picked up by April 15th of each year.

Support Services:

There are various support services around campus and these include, but are not limited to:
Registrarial Services <http://www.registrar.uwo.ca>
Student Support Services <https://student.uwo.ca/psp/heprdweb/?cmd=login>
Services provided by the USC <http://westernusc.ca/services/>
Academic Support and Engagement <http://www.sdc.uwo.ca/>

Students who are in emotional/mental distress should refer to Health and Wellness <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help. Immediate help in the event of a crisis can be had by phoning 519.661.3030 (during class hours) or 519.433.2023 after class hours and on weekends.

Health and Wellness:

Western offers a variety of counselling services and several mental health resources for students. If you or a friend are feeling overwhelmed, confused or unsure of your mental health state, please don't ignore it. There are steps you can take to help yourself or help others. Western provides several on-campus health-related services to help engage in healthy living while pursuing your degree. For example, to support physical activity, all students receive membership in Western's Campus Recreation Centre. Further information regarding health and wellness-related services available to students may be found at <http://www.health.uwo.ca/>. If you are in emotional or mental distress should refer to Mental Health Support at Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Gender Neutral Bathrooms:

Middlesex College does not have specifically gender-neutral bathrooms. There are two gender neutral bathrooms in the JLVAC. One is located in the Artlab and is open only during Artlab hours. A second single stall gender neutral bathroom can be found on the third floor of the JLVAC. Here is the full list of inclusive washrooms at UWO:

http://www.uwo.ca/equity/doc/inclusive_washrooms.pdf.

Please contact the Media Lab Technician, Jennifer Slauenwhite (jslauen@uwo.ca), for card access to the elevator and stairs if you are in need of the 3rd floor gender neutral/accessible washroom for the academic year.

VISUAL ARTS Art History/Museum and Curatorial Studies Grade Descriptors

90-100 (Outstanding, A+) The writing shows significant originality and exhibits a high degree of critical engagement. Sophisticated synthesis and analysis of the theoretical and conceptual dimensions of the topic are demonstrated. Mastery of complex material and ideas is immediately evident. The topic is treated with sensitivity and subtlety of thought. The quality of the background research is exemplary. Regarding research, all major secondary sources pertaining to the topic have been consulted and proper citation has been used.

80-89 (Excellent, A) The writing shows originality and exhibits a high degree of critical engagement. Writing is probing through the use of comments and/or questions, and is clearly focused and logically organized. The quality of writing immediately engages the reader. Mastery of complex materials and ideas is demonstrated. The writing is of appropriate length, and demonstrates mastery of techniques so that results are meaningful and not simplistic. Regarding research, a majority of the secondary sources pertaining to the topic have been consulted and proper citation has been used.

75-79 (Very Good, B+) The writing shows above average analysis, critical thinking and independent thought. Written claims are supported by ample evidence and the components of the topic are well-researched and presented. The work is addressed in reasonable depth and/or breadth and covers material appropriate to the course. Written analysis is organized around focal points and the development of the argument is easily followed. The writer demonstrates an above average ability to write in an intelligible style and to condense material meaningfully

and with a concern for priorities of that material. Regarding research, a representative selection of secondary sources pertaining to the topic has been consulted and proper citation has been used.

70-74 (Good, B) The writing shows a satisfactory attempt at analysis and critical thinking. Written claims are supported by reasonable evidence. The work is addressed in some depth and/or breadth, with references to the appropriate literature and course material. Written analysis is organized around focal points. The text is generally well written and well argued. Regarding research, a somewhat limited selection of secondary sources pertaining to the topic has been consulted and proper citation has been used.

60-69 (Competent, C) The writing demonstrates adequate engagement with the topic. The writing is on topic and is a reasonable response to material covered in the course, but goes no further. Written facts are stated accurately; the quality of writing is sufficiently intelligible with enough elaboration and enough connections made between ideas to permit a reader to understand the point of the text. Regarding research, an insufficient number of secondary sources pertaining to the topic has been consulted but proper citation has been used.

50-59 (Marginal, D) The writing shows less than adequate engagement with the topic and with the material covered by the course. The writing is a less than adequate summary of sources and/or is considerably off-topic. Written facts are stated inaccurately or ambiguously; the writing style is difficult to follow; there is insufficient elaboration to permit reader's comprehension of relations among ideas; little judgment is shown in selecting detail for inclusion in the text. Regarding research, few secondary sources pertaining to the topic have been consulted; proper citation may or may not have been used.

Below 50 (Unacceptable, F) The writing demonstrates a failure to comprehend the topic. Written material is disorganized and unintelligible. The work clearly does not meet the minimal requirements of the assignment. Regarding research, secondary sources pertaining to the topic have not been consulted and proper citation has not been used.