

Department of Visual Arts  
Western University

**Foundations of Visual Arts - Studio Art 1601**

Welcome to Foundations of Visual Arts at Western. This Course Outline and Syllabus: Timeline contain pertinent information about all the components of Studio Art 1601 including art materials and a timeline of the assignments and media that will be covered. You will also find important information about learning outcomes, Western University's Grade Descriptors and your responsibilities as a student in SA 1601. Please read this document thoroughly and refer to it throughout the year.

I am looking forward to a great year of art making!

***Tricia Johnson***

**Calendar Description**

A studio course designed to introduce students to the techniques and processes of two-dimensional and three-dimensional media; the formal and material concepts, which act as the foundation of direct studio practice, will be emphasized.

**Prerequisite Checking:**

You are responsible for ensuring that you have successfully completed all course prerequisites and that you have not taken an anti-requisite 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.

**The anti-requisite for this course is VAS 020, VAS 1020, VAS 1025 and SA 1605**

**Course Objectives**

This course is an introductory studio survey where students will learn, discuss, and investigate the fundamental formal, material and aesthetic concepts of art making. Such concepts will be discussed in the OWL Asynchronous weekly content and will be investigated through the creation of visual exercises and artworks in weekly 3-hour Studio Labs and in Sketchbook Assignments, which will be created individually, outside of Studio Labs, on student's own time. The course focuses primarily on two-dimensional media, but three-dimensional and time-based disciplines will be explored. Students are also encouraged to take full advantage of all Visiting Artist talks presented by the department in our Art Now! Course, as well as exhibitions at the ArtLAB and events in the Visual Arts Department, as a member of our community in Visual Arts.

## **Course Information**

**Lecture:** Asynchronous Online through SA 1601 OWL Site

**Studio Labs:** John Labatt Visual Arts Centre room 234

Studio Lab -002	Monday, 7:00 – 10:00 pm
Studio Lab -003	Tuesday, 8:30 – 11:30 am
Studio Lab -004	Thursday, 8:30 – 11:30 am
Studio Lab -005	Tuesday, 2:30 – 5:30 pm
Studio Lab -006	Tuesday, 7:00 – 10:00 pm
Studio Lab -007	Wednesday, 8:30 – 11:30 am
Studio Lab -008	Wednesday, 11:30 – 2:30 pm
Studio Lab -009	Wednesday, 7:00 – 10:00 pm

**Instructor: Professor Tricia Johnson**

Office: Room 118, John Labatt Visual Art Centre  
519-661-2111 x 85721

**Professor**

**Email:** [tcjohnso@uwo.ca](mailto:tcjohnso@uwo.ca)

Please note I will try to respond to your email in 24 hours, but over weekends, it might take longer.

### **In-Person Office**

**Hours** As Undergraduate Chair, in the Department of Visual Arts, you can attend my Undergrad office hours, room 200A, in the Department of Visual Arts, 2<sup>nd</sup> floor.

- Thursdays 1:30 to 4:00pm
- You can also email me for an appointment

### **Teaching Assistants assigned to Studio Labs:**

Studio Lab -002  
Studio Lab -003  
Studio Lab -004  
Studio Lab -005  
Studio Lab -006  
Studio Lab -007  
Studio Lab -008  
Studio Lab -009

## **Textbook referred to in my Lecture PowerPoints:**

**Online:** To be successful in SA 1601, students must access the SA 1601 OWL site

*Students enrolled in SA 1601 may still enter the BFA program (Bachelor of Fine Arts, Honors Specialization in Studio Arts) **for possible acceptance into a limited number of spaces for the following year** provided they meet the admission requirements listed in the Academic Calendar and submit a portfolio of work for approval toward the end of the second term of the course.*

## **Learning Outcomes**

Students will acquire a fundamental knowledge of the basic formal concepts and vocabulary of form, as presented, and discussed during the SA 1601 Lecture. Such concepts create the foundation for the design of artwork in 2D, 3D and time-based media.

Students will explore and apply this fundamental knowledge, discussed in the Lecture, in the creation of exercises and assignments, in the Studio Labs. Further independent exploration of formal and visual concepts will continue in the Sketchbook Assignments.

Students will recognize familiar and challenging formal approaches to subject matter throughout the course by applying different formal and technical strategies when creating subject matter observed directly from life, subject matter created through self-imaginative exploration and subject matter appropriated from popular culture and art history.

Students may analyze their knowledge and experience in creating their studio assignments by discussing their own artwork and the artwork of others during Critique and discussion of the artwork in the Studio Labs, if time permits. The Critique orally assesses how each artwork responds to the specific assignment objectives. Various Critique strategies will be employed by the Teaching Assistant for students to become more familiar with this discipline specific method of evaluation.

## **Course Requirements**

- Students are responsible for making themselves aware of all assignments, procedures, and due dates. It is the student's complete responsibility to keep informed by accessing the Weekly Content on OWL and referring to the Syllabus: Timeline, included in the Course Outline and posted on OWL under the Syllabus: Timeline Tool. All assignments, procedures and due dates are in the Syllabus: Timeline.
- Students are expected to access all the Weekly Content on our OWL site. The online asynchronous content of SA 1601 prepares students to fully understand all the curriculum of SA 1601, including the conceptual, formal, material, and technical aspects of all the Studio Lab and Sketchbook Assignments.

- Weekly content will open on OWL every Monday morning at 12:01 am. The weekly content will be no more than a total of one hour of both PowerPoints and Demonstration Videos. Please set aside time before your Studio Lab to fully access all the course content for that week.
- It is not the Teaching Assistants job, to inform students of Weekly Content, including Assignment Objectives, that are available on the SA 1601 OWL site. If a student chooses not to access the weekly course content and comes to Studio Lab unprepared, the TA will ask the student to access the content first, outside Room 234, then return when finished. No extra time will be given to the student to finish the Studio Lab Assignment. They must submit their assignment, regardless of state of completion, at the end of the Studio Lab.
- Students are expected to attend all their Studio Labs. **Attendance in Studio Labs is 100% mandatory**, as is arriving on time and working for the full Studio Lab.
- Students can only attend the Studio Lab in which they are enrolled.
- Students are expected to complete all assignments, both Studio Lab Assignments and Sketchbook Assignments, on due dates.
- Studio Lab Assignments are due at the end of the Studio Lab. Most weeks have a Studio Lab Assignment due at the end of Lab, but there are a few Studio Lab Assignments that will take place over 2 – 3 weeks. Please see the Syllabus/Timeline for these Assignments.
- If you miss a Studio Lab, you cannot attend another Studio Lab to make up for the missing assignment. Instead, you must seek Academic Considerations. Please see the Academic Considerations Policy below.
- Sketchbook Assignments will be submitted on OWL, through the Assignments Tool, for timed due dates.
- Students are expected to create Studio Lab and Sketchbook assignments fulfilling specific assignment objectives; assignments submitted that are not following assignment objectives will be graded as 0 (zero).
- Students are expected to purchase the Art Kit at Bijan's Art Studio or have the equivalent materials in the kit. Visual Arts does not supply art materials to students. Neither does your TA.
- For the Printmaking Assignment, you will need to bring \$5 to Studio Lab to purchase your paper.
- Students must leave Room 234 ten minutes before the end of their Studio Lab, so the next Studio Lab students can enter.
- Students must clean up after themselves in Room 234. It is not the Teaching Assistants job to clean up after you. Visual Arts also does not have a Caretaker that will clean up after you. That is your job.

## **SA 1601 Art Supplies and Materials**

Please see our OWL site **ART MATERIALS TAB/TOOL** for **photos** of examples of all the necessary Art Supplies for SA 1601 that are listed below, as well as different options for hard to find supplies and optional materials you might like to purchase. *It is your responsibility to order and/or purchase the correct materials for all the Studio Lab and Sketchbook Assignments.* For example, the size of the paper you use for the Studio Lab Assignments is very important as you will be working at a larger scale than the Sketchbook Assignments. You must ensure you buy the correct size or a size that is very similar. It is your decision however to purchase more economical or more expensive art supplies at your discretion, as long as what you are purchasing is following the guidelines of what is expected for the assignments.

You can find art supplies online at Amazon, Staples, Michael's Craft Stores as well as Art Supply Stores such as Bijan's Art Studio, Curry's Art Supplies and Aboveground Art Supplies in Canada. You might

have a local Art Supply store you wish to purchase your materials from. As I have worked with Bijan's Art Studio every year for supplies for this course, there is some specific information below:

### **Art Kit at Bijan's Art Studio**

- I have created a SA 1601 Art Materials Kit with the assistance of Bijan's Art Studio (*Richmond Street at Mill Street, London, Ontario 519- 439-1340*).
- This is a highly recommended kit and includes all the art supplies/materials needed to create all the Studio Lab and Sketchbook Assignments in SA 1601, **except for a Sketchbook, toothpicks and coloured media.**
- ***When purchasing your kit, please take the time at Bijan's to insure all your materials are included. If you do not take the time to do this and notice later a supply is missing, Bijan will not give you the missing item***

**PLEASE NOTE:** *If you already have the art materials you need for the Studio Lab and Sketchbook Assignments in the course, use the supplies you have.*

**PLEASE NOTE:** *It is not recommended that you buy a SA 1601 Art Kit that is used. It will not have enough materials for you to successfully complete the course. It is better to buy new materials.*

### **Drawing Materials**

- 18 x 24-inch Drawing Pad, white paper, 20 – 30 sheets  
OR 18 x 24" Newsprint Pad, 30-40 sheets
  - OPTIONAL – Drawing Board, 23 x 26 inches (Room 234 has boards to use during Studio Lab)
- Watercolour Block, hot or cold pressed, 20 sheets, 9 x 12-inches
- 6 Graphite Pencils numbered from B through to 6B or 8B
- #6 Blending Stomp
- White vinyl eraser
- Kneadable eraser
  - OPTIONAL - Any other erasers of your choice, such as a small, tipped eraser "pen"
- Pencil Sharpener
- Conte, 4 pack (black, white, 2 browns) drawing pastels
- Charcoal, 6 pack (soft, medium, hard)
- Mechanical pencil 0.5mm or 0.7mm leads/graphite
- Set of 3 Micron Permanent ink drawing pens, sizes 0.1, 0.3, 0.5
- India Ink, 60 ml bottle
- #8 Sumi brush/ bamboo handle calligraphy brush
- White Uniball Gel Highlighter pen

### **Painting Materials:**

- 60ml tubes of good quality artist level Acrylic paints in the following hues: Primary Cyan, Primary Magenta, Primary Yellow, Ultramarine Blue, Cadmium Red Medium, Cadmium Yellow light, Burnt Umber, Black.
- 120ml tube or tub of Titanium White
- Acrylic/Oil Detail brush, round ferrule, size # 0, synthetic or natural bristles
- Acrylic/Oil Filbert brush, flat ferrule, size #2, synthetic or natural bristles
- Acrylic/Oil University bright, flat ferrule, size #6 synthetic or natural bristles
- Additional Acrylic/Oil brushes of your choice (optional)
- Plastic palette knife set
- Paint palette
- 1" Gesso Brush
- 60ml Gesso

### Printmaking Materials:

- Speedball mounted linoleum 4 x 6 inches
- Speedball Linoleum Cutter with 5 blades

### Other Necessary Supplies included in Art Kit

- Hot glue gun with hot glue sticks
- Glue stick for paper, acid free
- Scissors
- OLFA cutting knife
- 18-inch cork-backed metal ruler

### Additional Supplies not in Art Kit

- Sketchbook of your choice, minimum 8.5 x 11 inches, spiral or book bound
- 1- 2 Containers of Toothpicks
- The camera in your cellphone, or a digital camera, to photograph your Sketchbook Assignments and to create the GIF and Audio Artwork Assignments
- Archival Printmaking Paper. Paper will be purchased in bulk, and you will bring \$5 to class to purchase paper.
- Materials to transform the Toothpick Sculpture mask. It is suggested you work creatively with materials you find.

### Optional Supplies not in Art Kit

- Coloured media such as colour pencil crayons, coloured markers or watercolour paints

### **STUDIO LAB ASSIGNMENTS DUE DATE POLICY**

- Each Assignment is due 10 minutes before the end of your Studio Lab. For example, if your lab ends at 11:30am, your Studio Lab Assignment will be due at 11:20am.

- Late Studio Lab Assignments will not be accepted as there is no time to be late. Another Studio Lab is entering Room 234 and/or the Visual Arts Centre will be closing.
- Students with Academic Accommodations through Accessible Education must contact Prof. Johnson to discuss alternative arrangements if their accommodations allow additional time for assignments.
- Even if you are not finished your assignment, submit what you have accomplished.
- As stated earlier in the Course Outline, but it cannot be stressed enough, if you do not attend your scheduled Studio Lab time, you cannot attend another Studio Lab to create the missing assignment. You must seek Academic Considerations instead. Please see the policy below.
- If you cannot receive Academic Considerations, you forfeit the assignment and receive zero (0).
- Students that received Academic Consideration for assignments will be in contact with Prof. Johnson regarding how to proceed making up for a missing assignment.

### **STUDIO LAB ASSIGNMENTS Additional Information**

- Please write your NAME legibly at a bottom corner of your assignment.
- Do not include your student number on the front of your assignment. If you want to include your student number, write it on the back of your assignment.
- Submit your Studio Lab Assignment to your Teaching Assistant. Do not leave your assignment on a random table – make sure you submit it where your TA asks you to.
- Teaching Assistants are not responsible for missing assignments that were not properly submitted.

### **SKETCHBOOK ASSIGNMENTS DUE DATE POLICY**

- Each Assignment is due on FRIDAYS at **11:55pm EST** on the specified due date and will be submitted on OWL through the Assignments Tool.
- **Late Assignments will be accepted from 11:56 pm until 11:55pm on Sundays and will be deducted 0.25 late points. A small grace period from 11:55pm to 12:15am on Saturday will not be considered Late and will not be deducted late points (that is 20 minutes – not an additional 24 hours!).**
- Sketchbook Assignments that are not submitted on OWL to the Assignments Tool, by the timed dates, and where the student has not received Academic Consideration, will be graded as zero (0).
- Ensure you submitted your assignment to OWL by clicking on the submit button. Failure to submit on time or by the late due date will result in a grade of zero (0).
- **Prof. Johnson does not accept Sketchbook Assignments for marking by email, attached to a forum discussion link on our OWL site, or in any other manner of submission. Such assignments will receive a zero.**
- Students that received Academic Consideration for assignments will be in contact with Prof. Johnson regarding how to submit their assignment.

### **Important Information for SA 1601 OWL Sketchbook Assignment Submission**

- Dedicate enough time every week to create your Sketchbook assignments.
- Attend Lecture so that you understand the Objectives of the Sketchbook Assignments.
- Do not leave Sketchbook Assignments until the last minute.

- Spend a minimum 3-hours on every Sketchbook assignment, but feel free to spend more time.
- Name your photos with the required file names for each assignment. This will help Prof. Johnson mark your photo submissions more efficiently.
- Give yourself enough time to upload photos of assignments to OWL, in order to submit on time.
- ***Confirm you have submitted your assignment by checking your UWO email as well as our OWL site. Failure to confirm you submitted could result in non-submission status = 0. If your assignment is not posted to OWL, your assignment cannot be marked, and you will forfeit the assignment.***
- If you have questions about Sketchbook Assignments, direct your questions to Prof. Johnson. TA's do not mark Sketchbook Assignments and do not have the answers for you.

### **Photographing your Sketchbook Assignments for OWL submission**

- Ensure you are photographing your artwork with ample amount of light. Photographs that are too dark, due to insufficient lighting, could affect your grade for the assignment.
- Do not use digital filters as you will lose important visual information in your photograph with the use of filters and could lose grades.
- ***Do not submit HEIC files. OWL does not open HEIC files. Transfer your digital photos to JPEG*** or JPG file format. Failure to submit a JPEG or JPG file could result in a failing grade.
- ***Do not submit PDF files. Transfer your digital photos to JPEG*** or JPG file format. Failure to submit a JPEG or JPG file could result in a failing grade
- ***Do not submit a Word Doc or PowerPoint. Transfer your digital photos to JPEG*** or JPG file format. Failure to submit a JPEG or JPG file could result in a failing grade
- Prof. Johnson needs to see JPEG or JPG files, so submit only those!
- Assignment photographs need to be in focus; blurry photographs could result in a failing grade.
- Assignments will be photographed with the outside edges of the sketchbook, the drawing paper or watercolour block visible, unless otherwise stated.
- Students must upload a file size large enough in order to be assessed. Small file sized could result in a failing grade.
- Do ensure you photograph your assignments in progress, if the assignment objectives state to do so. Please ensure you submit all requested photos of your sketchbook assignment. Failure to submit requested photos may negatively affect your grade.
- Name your photo files with the titles requested in each Assignment.

If Prof. Johnson has questions about any assignment submission, Prof. Johnson may contact you to ask for further photographs, or the physical assignment, to assess it. If you cannot produce further photographs of your assignment, or your physical assignment, for whatever reason, such as you have disposed of the assignment, the assignment will receive a grade of zero.

### **ACADEMIC CONSIDERATION**

***All assignments in SA 1601 are worth less than 10% of the final grade and need academic consideration if missed.***

The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student's overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet their academic responsibilities.

Documentation shall be submitted, as soon as possible, to the appropriate Dean's office (the Office of the Dean of the student's Faculty of registration/home Faculty) together with a request for relief specifying the nature of the accommodation being requested. These documents will be retained in the student's file, and will be held in confidence in accordance with the University's Official Student Record Information Privacy Policy. Once the petition and supporting documents have been received and assessed, appropriate academic accommodation shall be determined by the Dean's Office in consultation with the student's instructor(s). Academic accommodation may include extension of deadlines, waiver of attendance requirements for classes/labs/tutorials, arranging Special Exams or Incompletes, re-weighting course requirements, or granting late withdrawals without academic penalty. Academic accommodation shall be granted only where the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete their academic responsibilities. (Note – it will not be sufficient to provide documentation indicating simply that the student “was seen for a medical reason” or “was ill.”)

Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner. Documentation from Family Physicians/Nurse Practitioners and Walk-In Clinics A Western Student Medical Certificate (SMC) is required where a student is seeking academic accommodation. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. An SMC can be downloaded at [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf).

At the time of illness, students should make an appointment with a physician/nurse practitioner at Student Health Services. During this appointment, request a Student Medical Certificate from the Physician/Nurse Practitioner.

Students should request that an SMC be filled out. Students may bring this form with them, or request alternative Emergency Department documentation. Documentation should be secured at the time of the initial visit to the Emergency Department. Where it is not possible for a student to have an SMC completed by the attending physician, the student must request documentation sufficient to demonstrate that their ability to meet their academic responsibilities was seriously affected.

Instructors are encouraged, in the first instance, to arrange participation requirements and multiple small assignments in such a way as to allow students some flexibility.

Please contact Professor Tricia Johnson after she has approved your academic considerations, in order to receive the new due date.

Outstanding assignments, that have been granted academic consideration, not received on the Final Day of University Classes for the Academic Year, as listed in the Academic Calendar, will be given 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](#).

**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 with the University and the community at large. [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/code\\_of\\_conduct.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/code_of_conduct.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).

**PLAGARISM:**

*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.*

### **SCHOLASTIC OFFENCES:**

- Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offense at the following Web site: [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_undergrad.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf)
- Every Studio Lab and Sketchbook Assignment must be created specifically for the assignment, following the objectives. Previously created artwork cannot be submitted to SA 1601 for assessment and such a submission could be considered a Scholastic Offense and/or Plagiarism.
- With the onset of Google Image Reverse Search, it is very easy for Prof. Johnson to search any Assignment online as to whether you have created the assignment yourself.
- There are instances in SA 1601 when you might need to ask for a “studio assistant” to help with a technical issue, such as taking photos while you are posing in the shot for your Animated GIF. However, it is expected that all other Studio Lab and Sketchbook Assignments are created individually by the student-artist without any further assistance. If such assistance is given, without consultation with Prof. Johnson, **THESE ASSIGNMENTS WILL RECEIVE A GRADE OF ZERO (0)** and could be considered a Scholastic Offense. If you have any questions about this, please ask Prof. Johnson.
- If you have any questions regarding any assignment, please consult with Prof. Johnson. She is always happy to clarify any questions, concerns and to offer advice before an assignment is due.
- **Purchasing Artwork to submit for Studio Lab and Sketchbook Assignments or seeking assistance from outside sources or other individuals to create your Assignments will result in a grade of zero (0) and could be considered a possible Scholastic Offense.**
- Similar Sketchbook Submissions, for any of the Sketchbook Assignments, which are created by two or more students in the course collaborating rather than working individually, will be assigned a grade of zero (0).

### **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](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/>

## **Evaluation**

- Assignments will be assessed and given a number grade, or point grade, based on specific grading rubrics pertaining to individual assignments objectives. Assignments will only be assessed using the grading rubrics and if an assignment is submitted that did not follow the assignment objectives and grading rubric, it will be given a grade of 0 (zero).
- All Grading Rubrics for Assignments will be discussed during Lecture.
- Sketchbook Assignment Grading Rubrics will also be posted to OWL on the Assignment Tool.
- All grades will be posted to OWL under the Gradebook Tool and/or Assignments Tool.
- Student's final course grades will be determined by combining the first and second term grades.
- The Gradebook will be hidden the following day of the last day of University scheduled classes in April in order for final marks to be submitted to the Registrar. Students will receive their final grade for SA 1601 from the Registrar and the Gradebook will be available for view the first week of May.

## **Grades for Artwork will reflect the student's ability to clearly *demonstrate***

- Student's success in accordance with general course objectives (as above) and specific assignment objectives.
- Completion and quality of assignments
- Understanding of assignment concepts
- Degree of inventiveness and ambition of assignments
- Participation and commitment to process and time invested

## **Visual Arts follows Western University's Grade Descriptors as follows:**

A+ /90-100%	Outstanding work; one could scarcely expect better from a student at this level
A / 80 – 89%	Superior work that is clearly above average
B / 70 – 79%	Good work, meeting all requirements and eminently satisfactory
C / 60 – 69%	Competent work, meeting requirements
D / 50 – 59%	Fair work, minimally acceptable
F /below 50%	Unsatisfactory work which shows insufficient effort or comprehension

## **Visual Arts Studio Grade Descriptors:**

**90-100 (Outstanding, A+)** - The studio work shows significant originality and exhibits a high degree of critical engagement. Sophisticated analysis and synthesis involving complex theoretical and conceptual thinking are demonstrated. Mastery of complex ideas is immediately evident. The studio work has originality, clarity and ambition. The project is treated with sensitivity and subtlety of thought. The quality of the background preparation and research, engagement with process and outcome of the studio production is exemplary.

**80-89 (Excellent, A)** - The studio work shows originality and exhibits a high degree of critical engagement. The work is clearly focused and intelligently presented. Mastery of complex ideas is

demonstrated. The studio work has clarity and ambition. The quality of the studio production immediately engages the viewer. The studio work has been sufficiently developed and demonstrates mastery of techniques so that results are compelling. Background preparation and research, engagement with process and outcome of the studio production is impressive.

**75-79 (Very Good, B+)** - The studio work shows above average analysis, critical thinking and independent thought. It demonstrates a clear awareness of the parameters of the assignment and a very good attempt to respond creatively to them. The work demonstrates reasonable depth and/or breadth and engages in a production that is appropriate to the level of the course. The quality of studio work engages the viewer and demonstrates above-average mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is very good.

**70-74 (Good, B)** - The studio work shows a satisfactory attempt at analysis and critical thinking. It shows a good attempt to respond to assignment parameters. The work demonstrates some depth and/or breadth, making references to appropriate course material/art context. The studio production engages the viewer and demonstrates a sufficient mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is satisfactory.

**60-69 (Competent, C)** - The studio work demonstrates adequate engagement with the project. It shows an attempt to respond to assignment parameters but does so at a very basic level that lacks creativity. Engagement with studio production demonstrates basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is competent.

**50-59 (Marginal, D)** - The studio work shows less than adequate engagement with the topic and with the material covered by the course. The studio work waivers in its attempt to respond to assignment parameters and tends to be simplistic. Engagement with studio production demonstrates less than a basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is less than satisfactory.

**Below 50 (Unacceptable, F)** - The studio work demonstrates a failure to comprehend/engage the topic. The studio work is incomplete and lacks redeeming creative merit. The work clearly does not meet the minimal requirements of the assignment. Background preparation and research, engagement with process and outcome of the studio production is unacceptable.

### **Final Grade will be comprised as follows:**

#### **Studio Lab Assignments**

**70%**

Drawing assignments = 23% of final grade  
 Printmaking assignment = 6% of final grade  
 Sculpture assignment = 6% of final grade  
 Audio assignment = 4% of final grade  
 Animated GIF assignment = 6% of final grade  
 Painting assignments = 25% of final grade

## Sketchbook Assignments on OWL

30%

8 assignments – 4 at 3%, 2 at 4%, 2 at 5% of final grade

### 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.

### Electronic Devices:

**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.**

### 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:

1. Student Development Centre -- <http://www.sdc.uwo.ca/>
2. Student Health -- <http://www.shs.uwo.ca/student/studenthealthservices.html>
3. Registrar's Office -- <http://www.registrar.uwo.ca/>
4. Ombuds Office -- <http://www.uwo.ca/ombuds/>
5. Mental Health -- [https://uwo.ca/health/mental\\_wellbeing/](https://uwo.ca/health/mental_wellbeing/)

### **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:**

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](http://www.uwo.ca/equity/doc/inclusive_washrooms.pdf).

Please contact the Office Manager Meghan Edmiston ([meghan.edmiston@uwo.ca](mailto:meghan.edmiston@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.