

Department of Visual Arts
Western University

SA 3672B
Community Engagement Learning – Embroidering with the Guild

Welcome to SA 3672B Embroidering with the Guild! I am very pleased that you have enrolled and I am looking forward to an excellent semester. This course outline and syllabus contain pertinent information about course components including our schedule with the Guild, art materials and a timeline of the assignments and assignment due dates. You will also find important information about learning outcomes, Western University's Grade Descriptors and your responsibilities as a student in the course. We will go over the course outline briefly in class, so do read this document thoroughly and refer to it throughout the semester.

Tricia Johnson

Course Description

This community engaged studio course aims to give students the opportunity to expand their knowledge of textile arts by learning the skill of embroidery by partnering with the Canadian Embroiderers' Guild, London. Guild members will be teaching stitches in class and assisting students with learning the stitches. All the stitches taught will be created and archived by each student by producing an individual "Sampler", which will document their experiences and learning in the course as well act as a visual resource for future artwork. Using all the knowledge gained from the Sampler, students will create an independently driven stitched artwork for the final project. Throughout the course, students will also research a specific embroidery topic, which will be shared to the class as a presentation, to further enhance their understanding of embroidery.

Course Information

Class Time and Location:	Tuesdays 11:30 am to 2:30pm John Labatt Visual Arts Centre room 234
Instructor:	Tricia Johnson Room 118, JLVAC 519-661-2111 x 85721 tcjohnso@uwo.ca
Embroiderer's Guild Members:	Deb Gorman-Smith Pat Ferries Linde Echinger

Adèle Corke
Sue Hickey
Amy Lee
May Lee-Jarvis
Elaine Mahon
Maria Myers
Jess Blackmore
Andrea Manias
Jan Shepherd McKee

Tricia's Office Hours: Thursdays 1:30 – 4:00pm, Room 200A

Online: To facilitate VAS, students can access the SA 3692B site through OWL
<https://owl.uwo.ca/portal/site/owldocs>

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 a basis for 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.

Learning Outcomes

- *Depth and Breadth of Knowledge:* Students will acquire a range of technical skills required to engage in the material practice of embroidery. Some skills will be taught through our meetings with the Canadian Embroiderers' Guild London but students will also be encouraged to research contemporary and historical embroidery work to assist in their material explorations. Students will also become familiar with the historical genesis of and terms associated with embroidery as well as contemporary discourses surrounding these materials through informal presentations during in-class work periods as well as sharing information outside of class time on OWL.
- *Knowledge of Methodologies:* Students will gain a further understanding of textile and fibre-based methodologies and the visual possibilities the media through practical applications as they create their own embroidery sampler and independent project.
- *Communication Skills:* Students will be able to communicate orally regarding their projects through critique and class discussion, as well as expanding their ability to work with community members in order to research, design and complete their embroidered independent artwork.

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 referring to the Syllabus: Timeline in the Course Outline. All assignments, procedures and due dates are in the Syllabus: Timeline.

- Attendance for this course is 100% mandatory and it is expected that you will attend every class. If you are not attending class, the Department Policy for attendance will be implemented.

ACADEMIC CONSIDERATION:

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.

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.

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

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.

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/>

Additional Requirements

- Students are expected to spend a minimum 1 to 2 hours outside of class for every one hour in class towards fulfilling course requirements.
- Students must fill out the CEL Experiential Learning Agreement online at the beginning of the course.
- We may be travelling outside of the course in order to purchase embroidery supplies at Stitch It Central. Any such trips will be discussed in class with enough fair warning to organize transportation. In order to participate in such trips, students must have signed the CEL agreement.
- Because of the collaborative nature of this course, I expect everyone enrolled in the course to embrace this collaboration and work in a respectful and inclusive manner with

each other and the members of the Guild. I hope to foster and positive and creatively exhilarating environment for everyone and I need your help to do so – Tricia.

ASSIGNMENTS DUE DATE POLICY:

- Each Assignment is due on the specified due date as posted in the Syllabus.
- Students are expected to complete all assignments on due dates. Failure to complete assignments or present completed work in scheduled critiques without prior consultation with the instructor could result in a failing grade.
- If you need to hand in artwork late, please consult your Academic Counsellor, in your home faculty, to request academic considerations.
- **Late Assignments will only be accepted accompanied by academic considerations.**
- Students that received Academic Consideration for assignments will contact Prof. Johnson regarding how to submit their assignments.
- Any assignment receiving academic considerations, and remains outstanding, is due on the last day of classes of the semester or term. Such assignments not received on the last day of class will be given a mark of 0 (zero).

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/

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.

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.

Evaluation

Assignments to be marked will be assessed and given a number grade, and written comments, based on specific grading rubrics pertaining to course assignments. All grades will be posted to OWL under the Gradebook Tab. The Commitment mark will be assigned at the end of the semester. 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 from the Registrar and the Gradebook will be available for view the first week of May.

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

Final Grade will be comprised as follows:

Embroidered Sampler	35%
Independent Project	35%
Research Presentation	20%
Commitment to Course	10%

Which includes:

Attendance & Punctuality for all Scheduled Class Time
 Preparedness (bringing materials to class)
 Work Ethic in class, including cleaning up
 Attention, Participation & Engagement in Class events

Materials:

It is the student's responsibility to purchase all the necessary supplies and materials that are listed below.

PLEASE SEE OUR OWL SITE AND THE MATERIALS/SUPPLIES TAB FOR SPECIFIC INFORMATION ON ALL THE SUPPLIES LISTED BELOW AS WELL AS PHOTOGRAPHS OF MATERIALS.

At the beginning of the course, we may take an optional field trip, outside of class time, to *Stitch-It Central*, a stitching shop in London (1161 Hamilton Road, LONDON, 519-601-5901) to buy supplies for the course.

Students are also welcomed to purchase supplies at any other retailer or use supplies and materials they already have. Michaels Craft Store is also a great place to shop.

PLEASE NOTE: It is preferable for you to buy your supplies in person, rather than online. The quality of online threads and needles is always suspect and often students have to spend more money replacing inadequate embroidery supplies they purchased online.

You will need the following basic supplies. The Guild Members will discuss supplies thoroughly in our first class.

- **Two Embroidery hoops** – 8” to 12” inches is popular
- **Scissors** – small, sharp embroidery scissors are best
- **Thimble** – many students find a thimble helpful for pushing needle through fabric
- **Threads/Floss** – buy a large range of colours, DMC cotton floss is preferred
- **Fabric for Individual Sampler and Independent Project** – cotton or linen is best, purchase or thrift store finds
- **Needles** – needles specifically designed for embroidery are best
- **Needle case** – to hold your needles
- **Needle Threader** – this is a helpful tool
- **Container for supplies and projects** – student's choice