

Art & Technology Graduate Seminar: Focusing Ideas  
SYLLABUS ART 6933: 3 CREDITS

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**Office Hours:** WEDNESDAY 6–7 PM  
**Meeting Times:** WEDNESDAY 3–6 PM

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## COURSE DESCRIPTION

This course is a commitment to understanding our ideas better so that we can build skills that allow us to remain focused while in pursuit of various methods of exploration.

We will go about this by planning weekly seminars in which we will share readings, visuals, ideas, and processes.

We will also share our ideas and thesis on our work. We will start by reviewing each artist's body of work. Using a Progress Journal, we will each create a road map for action while keeping in mind that the road map is not always the territory we will chart. A key goal is to build a body of work to which we create a standard to hold ourselves accountable.

This interdisciplinary course is designed to cultivate self-awareness to determine the essence of our ideas and interests, identify our strengths, and connect our various ideas into a cohesive way of thinking that demonstrates clarity of vision. We will work on developing our voices and visual vocabulary through rigorous testing.

**Please note that the syllabus in this course are subject to changes and updates based on new research and information in the field.**

## LEARNING OBJECTIVES

Students who complete this course will be able to:

- Practice syntheses of various ideas into coherent thought processes.
- Become self-motivated in generating goals and ideas
- Build a cohesive visual vocabulary and body of work.
- Apply critical thinking to evaluating one's production.
- Learn to work independently and collaboratively.
- Develop problem-solving skills.
- Gain project management skills.
- Ability to stay on task.

## PREREQUISITE

A sense of adventure, a desire to explore and experiment, is required. No previous skills in any medium are required: This course is about applying oneself to use tools and skills at your current level, to develop and explore ideas.

## REQUIREMENTS

- Attending all scheduled classes
- Completing all coursework
- On-time completion of all assignments
- Participation in all class activities and discussions is necessary

- Sharing information and collaboration with others
- An effort to explore artworks and ideas beyond assigned work

### **ASSIGNMENT SUMMARY**

- Self-Discovery Presentation
- Record of Progress
- Production of 3 Artworks
- Readings & Screenings
- Group Critiques & Individual Feedback
- Participation: Discussions, Crits, Presentations

### **ASSIGNMENTS**

#### **Assignment 1: Self-Discovery Presentation**

Each artist will give a talk for 40 minutes about their current body of work. During this presentation, you will do the following:

- Share what the core ideas are of your body of work.
- Talk about the methodology behind your process and choice of medium.
- Discuss who you think is the audience for this work.
- Examine your strengths and weakness as an artist and use both to your advantage.
- Convey the direction you plan to take your work during this course.
- Explain what you hope we can primarily focus on in this class that will aid your growth.

#### **Guidelines:**

- Organise works to show cohesion or natural progress of ideas.
- Be professional in your approach, this good practise for the future.
- Stay on track and on time.
- Don't show any work that is older than three years.
- Don't poorly documented works.

**Due Date: January 18**

**Grade Weight: 10%**

#### **Assignment 2: Record of Progress**

The goal is to produce three new works by the end of the semester. Each artist will keep a record of their progress. Please note that an ongoing habit of failing to meet the deadlines and goals you set yourself will negatively impact your grade.

**Before Production** you will write a proposal that includes the following:

- Brief description of your project
- What are the and the primary and secondary areas of investigation
- What you are hoping to accomplish with each project.
- Discuss why your choices of process, material and media are the best for this specific artwork.

**After production**, write a statement that includes the following:

- Briefly describe how your project differs from your initial proposal: how and why?
- What did your primary and secondary areas of investigation turn out to be?
- What did you accomplish with each project?
- Discuss what you learnt from your choices of process, material and media.

#### **Guidelines:**

- Include sketches, models, materials, plans, and photos in your proposals.
- Share experiments and tests and how you arrived at this being the best approach.

- Our making is always limited by time and resources. How can you creatively work with the resources you have without compromising your ideas?

**Due Date: Before & After Production of each Artwork**

**Grade Weight: 20%**

### **Assignment 3: Art Production**

Produce three artworks over the semester that are a cohesive body of work. Each artist will create a timeline for how they plan to complete the assignments before April 19. You will be responsible for deciding how long each artwork should take.

#### **Guidelines:**

- Creating a project timeline may help you stay on track.
- Remember, it takes longer than we think to produce anything, leaving room for errors, change of mind and unexpected setbacks.
- Be organised: assess your ideas, budget for resources, and conduct tests and experiments to avoid wasting time and resources.
- Think about what makes this a body of work. Is this a series? Are the artworks thematically related, or is it because they share a common medium or a progression of ideas?

**Due Date: To be Determined by Each Artist**

**Grade Weight: 20% (per assignment)**

### **Assignment 4: Participation**

Participation in this course consists of coming prepared to discuss all weekly assigned readings. Participation marks can only be earned by coming to class. Consistent, informed, thoughtful, and considerate contribution to in-class conversations and critiques. Due Date:

#### **Guidelines:**

- If you are shy or anxious and have difficulty speaking in group settings, please let the instructor know so we can explore strategies to make you more comfortable.
- Remember, if no one does the reading, we cannot discuss it. You are depriving yourself of a learning opportunity.
- The goal is to build confidence, in-depth knowledge, and understanding; this cannot happen if no one participates.

**Due Date: On Going**

**Grade Weight: 10%**

### **DOCUMENTATION & UPLOAD**

- All work must be documented and uploaded to Canvas for grading no later than three days after critique.
- When documenting your work, consider whether scanning or photographing is more suitable.
- If you are photographing, consider lighting and composition for this process.
- Do not include your feet, hands and flooring as part of the documentation. Learn to document your work professionally.
- Please do not submit any explanations about the work. Create good documentation and work, then learn to trust the visuals to communicate your ideas.

### **GRADING & SUBMISSIONS**

- Grades in this course are earned and not negotiable.
- Allow two weeks of grading time for every assignment.
- DO NOT send emails to ask about grades; a notification is sent once grades are posted.
- If you get zero because you did not upload your work to Canvas, please do not email your justification for not doing so; UPLOAD THE WORK.
- All works must be documented and turned in electronically on canvas for grading.

- Please do not include any explanations under comments with your uploaded work; that's why we have critiques.
- NO EMAILS of works will be accepted; please upload all work to Canvas.
- Only upload your work after crits in case, after critique, you want to make some changes.
- If you miss a critique, you may only upload your work for grading after it is critiqued, or you and the instructor review the work; this is not a correspondence course.
- All coursework may be improved and resubmitted for grade reconsideration until the last day of class. Resubmission may or may not result in a change of grade. The goal of redoing assignments is self-improvement, not just self-affirmation.
- If you encounter any difficulties with the University email account or canvas, please contact the [helpdesk](#) or call 352-392-4357 to resolve the issue.

## SUPPLIES

Each artist will determine the materials they need based on their respective projects. Artists are responsible for finding all of the resources and materials they require. The instructor will only act as an advocate and consult on how to get what is necessary to realise your vision.

## RESEARCH MATERIALS

The class will determine course reading materials, lectures, and screenings together to benefit the class members' research. The instructor will be responsible for providing these materials to the class.

## EVALUATION

The purpose of grading is to help you understand your strengths and areas of improvement. To that end, you can rework and resubmit any assignment after critique and **before April 19**. Education and artistic growths are ongoing self-reflection and synthesis of learning, research and practice. Use this course as an opportunity to broaden the scope of your body of work. You can engage the instructor in how you can do so.

For more information see the University's [Grades & Grading Policies](#).

Letter grades will be assigned based on the criteria outlined below. Please note that grades will not be subject to discussion, negotiation, or bargained. Only course work may be discussed. You will be kept informed of your performance throughout the course and be allowed to improve on your work.

## Grading System

Grades for this course will be broken down as follows:

### Grading Criteria

| Letter Grade | Percentages | Points | Reasoning   |
|--------------|-------------|--------|---|
| <b>A</b>     | 94 – 100    | 4.0    | Work that goes beyond fulfilling assignments and demonstrates excellence on ALL counts          |
| <b>A–</b>    | 93 – 90     | 3.67   |   |
| <b>B+</b>    | 89 – 87     | 3.33   |   |
| <b>B</b>     | 86 – 83     | 3.0    | Work that fulfils all assignments and takes into account both conceptual and aesthetic concerns |
| <b>B–</b>    | 82 – 80     | 2.67   |   |

|           |         |      |   |
|-----------|---------|------|---|
| <b>C+</b> | 79 – 77 | 2.33 |   |
| <b>C</b>  | 76 – 73 | 2.0  | Work that only fulfills assignments.                          |
| <b>C–</b> | 72 – 70 | 1.67 |   |
| <b>D+</b> | 69 – 67 | 1.33 |   |
| <b>D</b>  | 66 – 63 | 1.0  | Work that does not meet class requirements and or assignments |
| <b>D–</b> | 62 – 60 | 0.67 |   |
| <b>E</b>  | 59 – 0  | 0    | Work is not turned in, and assignments are not done           |

## Grading Rubric

| Assignment                                | Score       |
|---|-------------|
| Assignment 1: Self-Discovery Presentation | 10%         |
| Assignment 2: Record of Progress          | 40%         |
| Assignment 3: Art Production              | 40%         |
| Assignment 4: Participation               | 10%         |
| <b>Total</b>                              | <b>100%</b> |

## Grading Categories

| Categories                | Description & Meaning of Terms   |
|---------------------------|--|
| Idea                      | Developing informed thought processes that generates sound concepts and demonstrate critical thinking. This could likely make contributions to culture and society at large. |
| Content                   | Ability to express and communicate ideas in visual vocabulary.   |
| Execution                 | Ability to translate thoughts and concepts into clear physical manifestations that demonstrate use of artistic skills and crafts.  |
| Innovation                | Ability to incorporate new and unfamiliar ideas and processes into ones ideas.   |
| Experimentation           | Testing of multiple concepts and mediums to explore ideas and content.   |
| Improvement & Development | Progress made over the course of the assignments.  |
| On time Compilation       | Completing all course work on time and being ready for critique.   |
| Collaboration             | Collaborating and working with peers; offering constructive feedback. Please note: that this does not include offering up ideas to others for the assignment.                |

|               |  |
|---------------|--|
| Attendance    | Coming to all scheduled classes; on time and being fully engaged for the entire duration of the class meeting. <b>Please note that you cannot earn participation marks without attending classes.</b> Marks are not assigned for attendance. However, a student with three or more unexcused absences may be assigned a failing grade for that course. |
| Participation | Participating in all class activities: listening to lectures and instruction, being prepared, working in class, being an active participant in critique and discussions.   |
| Extra Credit  | Additional points maybe earned for attending outside class activities relevant to the course at the suggestion of the instructor.  |

## COURSE SCHEDULE

Other than *Assignment 1: Self-Discovery Presentation*, which is due on **January 18**. All other assignments are due based on the schedule made by each artist for how they want to use and manage their time.

## PLAGIARISM

Students are bound by The Honour Pledge, which states: "On my honour, I have neither given nor received unauthorised aid in doing this assignment." The Conduct Code specifies a number of behaviours that violate this code and possible sanctions. Click here to read the Conduct Code. If you have any questions, please consult with the instructor.

Intentional plagiarism is defined as copying data, specific ideas, or another person's language (artwork) and representing it as one's own. Students may not present works and/or ideas of another person (or source) in an assignment as their own.

In this course, plagiarism also includes:

- Having another individual do your coursework.
- Copying another person's ideas and artwork.
- Allowing another person to copy your work.
- Turning in work done for another class or previously made artworks.

## LATE WORK

All late work will be subject to a daily deduction of 10% from the final grade received for the assignment. Work turned in after critique on the due date is counted as one day late (-10%).

## ATTNDECE & PARTICIPATION

Course attendance policies are consistent with [University Guidelines](#). **Marks are not assigned for attendance. However, a student with three or more unexcused absences may receive a failing grade for that course.**

### Participation

Participation is an integral part of a thriving studio community. Everyone must do their part. Participation by **all** class members is critical to the success of a studio seminar. This exchange should be an honest and ongoing dialogue between all participants throughout the course.

Participation is evaluated based on quality and frequency of engagement.

Participation includes all of the following:

- Attending all scheduled classes
- Arriving on time for class meetings
- Attentiveness during lectures and instructions
- Being prepared and working in class

- Sharing ideas, concepts, creative exploration and conceptual development
- Cooperating in group projects and activities
- Analysing and offering opinions about work in progress and listening to and being an active participant in critique and discussions
- Consistency in a positive attitude and open-mindedness

**Please note:** Participation will account for 10% of your final grade.

### **Absences**

Unexcused absences will result in a lower grade. Absences will be counted from the first class meeting onward. Acceptable reasons for absences include illness, serious family emergencies, judging trips, field trips, professional conferences, military obligations, severe weather conditions, and religious holidays. In addition, participation in official university activities such as music performances, athletic competitions, debates, or court-imposed legal obligations must be excused. Other sound reasons may be offered and considered on an individual basis.

### **Lateness & Leaving Early**

Attendance is taken at the beginning of each class in the form of a sign-in sheet. If you are not present at that time, you will be marked as absent. Leaving class early after signing in will be considered an absence. Marks are not assigned for attendance. However, **students with three or more unexcused absences will be given a failing grade for that course.** If you know you will be late or absent, please contact the instructor to take appropriate actions to keep your coursework on track. **Please note that lateness and absence will affect your participation grade.**

### **ONLINE STUDENT EVALUATIONS**

Students are expected to provide feedback on the quality of instruction in this course based on ten criteria. These evaluations are conducted [online](#).

Evaluations are typically open during the final two or three weeks of the semester. Students will be given specific times when they are accessible. Summary results of these assessments are available to students at <https://evaluations.ufl.edu>.

Your reasonable suggestions are always welcomed, even outside of the evaluation format. Please let me know how the course can improve your learning and growth.

### **CONDUCT & BEHAVIOUR**

***What we do, affects other people on the planet, and what we do here will impact us.***

#### **Conduct**

- The instructor will not tolerate disruptive behaviour and rudeness.
- Lateness and leaving before class is over will affect your final grade.
- Not attending class because you did not complete your work is not acceptable.
- Differences in opinion are welcomed under an atmosphere of mutual respect and civility.
- All correspondence to the instructor must be through canvas or University email.
- While working on a computer, you may NOT email, text, or use social media.
- The following conduct will lead to a loss of 5 to 10 participation points each time:
  - Not Attending Critiques & Lectures
  - Engaging in other Conversations during Lectures & Critiques

#### **Electronic Devices**

Please put your phones away. Checking your devices, including taking calls, texting, checking emails or social media during class, is discourteous and unprofessional. Credible research

evidence demonstrates having cell phones visible diminishes our ability to learn. Checking texts, emails, and messages is unprofessional and disrespectful to our class community.

### **Atmosphere**

Our dialogues will explore some challenging issues to understand different perspectives. Some of our conversations will be demanding, and we may not always agree with or understand each other. So we need to exercise patience, and courage to speak honestly, rely on our imagination to empathise, and always respect one another's ideas and life experiences.

Effective learning and teaching are done in an atmosphere of creative exchange between class community members. Here are some thoughts and suggestions for cultivating community:

- Treat everyone as fellow artists; creatives must work together to succeed.
- Be an active listener who seeks to understand.
- Celebrate multiple perspectives and experiences that others bring to our community.
- Be responsible for your statements, actions, interactions, and academic performance.
- Remain open-minded; accept that your peers and professor are all operating in good faith.
- Do not be reactive to challenging feedback. Give yourself time to consider it and reflect on your responses.
- Use every class session and interaction with peers to think about your future as a creative.

### **DIFFICULTIES WITH COURSE WORK**

The instructor is here and ready to help you with any difficulties you may encounter that interfere with your ability to complete this course successfully. Please let the instructor know if you are having any challenges so we can devise a strategy together to mitigate your struggles. Please do not wait until the last minute or before an assignment is due before bringing this to the instructor's attention.

### **DISABILITY RESOURCES**

Students who experience learning barriers can request academic accommodations through the Disability Resource Center. Students must share their accommodation letters with their instructor as early as possible in the semester. So that instructor and student can discuss how best to accommodate the student. The instructor will make every reasonable effort to make course materials accessible. [Click here to start pre-registration with the Disability Resource Center.](#)

### **SCHOOL OF ART + ART HISTORY: ENVIRONMENTAL HEALTH & SAFETY**

Each student must complete a Health & Safety STUDENT WAIVER FORM (available next to the copier in the SAAH office) or online (see address below). Waivers must be turned into the SAAH Director of Operations before the end of the 2nd week of classes. Because we use some hazardous materials as part of the electronic components that become part of our projects, please pay particular attention to the guidelines below. : <http://www.arts.ufl.edu/art/healthandsafety>

#### **Area Specific Information: Art + Technology**

##### **Hazards of Materials**

Batteries, old monitors, lamps from digital projectors, if broken, may release mercury. THERE ARE NO KNOWN HEALTH HAZARDS FROM EXPOSURE TO LAMPS THAT ARE INTACT.

##### **Best Practices**

Though not much waste is generated, the Digital Media technician is certified for handling Hazardous Waste by the University of Florida. Please cross-reference with other area-specific



information for installations or sculptural elements as needed.

### **Area Rules**

- All users of the studio classrooms are expected to follow studio area rules at all times. If you have any questions, ask your instructor.
- Follow all SA+AH Health and Safety handbook guidelines (the handbook should be reviewed by your instructor and can be found at: [www.arts.ufl.edu/art/healthandsafety](http://www.arts.ufl.edu/art/healthandsafety))
- Follow the SA+AH Satellite Waste Management Chart in the classroom and other health & safety guidelines posted for your media.
- In case of emergency, call campus police at 392-1111
- File an incident report (forms may be found in the SAAH H&S handbook, the SAAH faculty handbook, and the main office.) Turn completed forms into the SAAH Director of Operations within 48 hours of the event.
- Alcohol is forbidden in studios.
- Familiarise yourself with the closest eyewash unit.
- No eating or drinking in computer the lab.
- Do not use spray adhesive in the studios or the building. There is a professional and safe paint spray booth in FAC-211A for your use.
- Shoes must be worn at all times.
- Protective equipment must be worn for hazardous work.
- Do not block aisles, halls or doors by storing items or work; this violates fire codes.
- Do not store anything on the floor; this impedes cleaning and creates a hazard.
- Installations must be removed as soon as possible after critique.
- Clean up spills immediately.
- Take items that do not fit into the trash to the dumpster and follow dumpster guidelines.

### **SA+AH CONTAINER POLICY**

#### **LABELS**

There are 2 types of labels used in the SA+AH-- yellow and white. Both labels are found at the red MSDS box and are supplied by the SA+AH. Each is used for a different purpose.

#### **White:**

All new and or used products in containers must be labelled within the SA+AH to identify their contents. These include hazardous or what might be perceived as dangerous. Such as watered down gesso, graphite solutions, satellite containers of solvents, powders, spray paints, fixatives, oils, solvents, etc. Labels can be found at the MSDS box in each studio and work area. All containers must be marked with your name, contents, and date opened. All secondary/satellite containers for hazardous materials must be marked with content, your name and the date opened. All unmarked containers will be disposed of without notice.

#### **Yellow:**

- WHEN HAZARDOUS ITEMS ARE DESIGNATED AS WASTE, all containers must have a yellow label identifying the contents designated as trash for weekly EHS pick up.

- Flammable solid containers (red flip top) must have a yellow hazardous waste label on the outside (top).
- 5-gallon jugs must have a yellow hazardous waste label on the outside.
- Fibrous containers must have a yellow hazardous waste label on the outside (top).
- Each item in the blue bin must have a yellow hazardous waste label.
- Note: Hazardous Waste labels should include all constituents in the waste mixture and approximate two percentage of the total for that item and must add up to 100%.
- Labels should also include the Bldg and room number of the shop generating the waste along with the Waste Manager for your area, located on the SWMA sign near the sink or at the Waste Management Area.

## **UNIVERSITY POLICIES**

### **Reading Days**

The two days before the start of examinations in the fall and spring semesters, generally, a Thursday and Friday, are designated reading days. No classes or exams are held on these days. Instead, students are encouraged to use these days for study and review.

### **Twelve-day Rule**

Students who participate in official athletic or scholastic extracurricular activities are permitted twelve (12) scholastic day absences per semester without penalty. In any case, it is the student's responsibility to maintain satisfactory academic performance and attendance.

### **University Illness Policy**

Students who are absent from classes or examinations because of illness should contact their professors. Please email the teacher before class meeting time if you cannot attend class due to illness. Please state your name, course, and why you will not be attending the class that day.

### **Absences for Religious Holidays**

Upon prior notification students, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable time to make up coursework covered in their absence. A student who believes that they have been unreasonably denied an education benefit due to religious beliefs or practices may seek redress through the student grievance procedure. <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/#religiouholidaystext>

### **Computer Use and Acceptable Use Policy**

All faculty, staff, and students of the University of Florida are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. <https://it.ufl.edu/it-policies/acceptable-use/acceptable-use-policy/>

### **Disruptive Behaviour**

Faculty, students, Administrative and Professional staff members, and other employees from now on referred to as "member(s)" of the University. Who intentionally act to impair, interfere with, or obstruct the University's mission, purposes, order, operations, processes, and functions. Shall be subject to appropriate disciplinary action by University authorities for misconduct, as outlined in the applicable rules of the Board of Regents and the University and state law governing such activities. A detailed list of disruptive conduct may be found at <http://www.aa.ufl.edu/aa/Rules/1008.ht>

## Recordings

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable use is:

- For personal, educational use
- In connection with a complaint to the University
- As evidence in, or in preparation for, a criminal or civil proceeding

All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

## HEALTH & WELLNESS RESOURCES

**U Matter, We Care:** If you or someone you know is in distress, please contact [U Matter, We Care website](#) to refer or report a concern, and a team member will reach out to the student in distress. Alternatively, you can call 352.392.1575 or send an email to [umatter@ufl.edu](mailto:umatter@ufl.edu)

**Counseling and Wellness Center:** [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services and non-crisis services.

**Student Health Care Center:** Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

**University Police Department:** [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).

**UF Health Shands Emergency Room / Trauma Center:** For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

**GatorWell Health Promotion Services:** For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.

## ACADEMIC RESOURCES

### Critical Dates on the University Calendar

<https://catalog.ufl.edu/UGRD/dates-deadlines/2021-2022/#spring22text>

**E-learning technical support:** Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

**Career Connections Center:** Reitz Union Suite 1300, 352-392-1601. [Career assistance and counseling services](#).

Library Support: Various ways to receive assistance with respect to [using the libraries or finding resources](#).

**Teaching Center:** Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. [General study skills and tutoring](#).

**Writing Studio:** 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

**Student Complaints On-Campus:** [Visit the Student Honor Code and Student Conduct Code webpage for more information](#).

**On-Line Students Complaints:** [View the Distance Learning Student Complaint Process](#).

### Safety and Security

University Police Department: <http://police.ufl.edu/>

Dial 911 for emergencies.

Dial 392-1111 otherwise.