

ART 3000 will be online for Spring 2022

the
Art Program
**portfolio
reviews**

University of Louisiana Monroe
School of Visual and Performing Arts

Include the following statement in ALL syllabi:

Federal Regulations require determination and verification of every students' physical location while enrolled in classes (where they are physically located while taking classes), regardless of the delivery method (on campus, online). **At the beginning of**

Sophomore, Junior, Senior Portfolio Reviews

"Online course content, including streamed class recordings, is the intellectual property of ULM and Brian Fassett. This content cannot be shared outside of the ART 3000 online domain. Violation of this protected content will result in disciplinary action based on the ULM Student Policy and FERPA guidelines."

every semester and whenever physical location changes, **students must update or verify their current location through banner** https://ssb-prod.ec.ulm.edu/PROD/bwgkogad.P_SelectAtypUp_date. **Students should do this by the end of the first week of classes.**

READ THIS DOCUMENT AND CONTACT THE INSTRUCTOR IF YOU HAVE ANY QUESTIONS.

I. Contact Information

Mr. Brian Fassett, Professor,
contact anytime via e-mail: fassett@ulm.edu,
Not expected to use office for this semester:
Stubbs 139A, phone: 342-1378.

Office hours via email or prearranged zoom meeting:

Check ART 3000 Moodle for course information, syllabus, calendar, visual samples, faculty schedule, etc.

Additional contact faculty:

Mr. Cliff Tresner, Associate Professor,
Bry 208, 342-7968, email: tresner@ulm.edu

Dr. Joni Noble, Professor,
Stubbs 141, 342-1376, email: noble@ulm.edu

Mrs. Brooke Foy, Assistant Professor,
Stubbs 239, 342-1340, email: foy@ulm.edu

Mrs. Megan Smith, Instructor,
Bry 110, 342-1570, email: mesmith@ulm.edu

*All ULM students have ID Card
access to the Stubbs 146
Visual Arts Computer Lab.*

COVID-19 CAUTION
*If you visit campus you must wear
a face mask and follow
recommended university and
CDC guidelines.*

For more information about University policies and procedures regarding the COVID-19 pandemic, please visit <https://www.ulm.edu/coronavirus/>.

Portfolio preparation seminar via Zoom meeting, 9:30 am Friday, February 18.

Online classes cannot specify required dates or times so, **you are invited to attend.**

The review schedule is subject to alteration, please check your Warhawks email and the art web site regularly for information and updates prior to posted deadlines.

When conducting university business through email, faculty will use only a student's warhawks account.

EMAIL NOTE: *Unless otherwise indicated, It is logical to include your name and CWID in the **subject line** of email to your professors.*

Links to information, on the Art Program website: <https://ulm.edu/art>.

Student Portfolio Reviews

- Current schedule [PDF](#)
- About portfolio reviews [PDF](#)

Portfolio Review artist statement

- About the artist statement [PDF](#)
- Preparing for the artist statement [PDF](#)
- Why write an Artist Statement? [PDF](#)
- Guidelines for an artist statement. [PDF](#)

ART 3000 Portfolio

- Art 3000 syllabus [PDF](#)

Digital Portfolio Review

- Sample Portfolio Document Template [DOCX.ZIP](#)
- About Portfolio Review Digital Document [PDF](#)
- Sample faculty check sheet. [PDF](#)
- How To Photograph & Edit Artwork Images With Your Phone and Free Apps – YouTube <https://www.youtube.com/watch?v=Tct-5BSTaiw>

II. Course Description

3000. PORTFOLIO. 1 cr. Maximum 3 hrs.
Presentation of work at the sophomore, junior and senior levels of art leading to a professional quality portfolio upon graduation.

III. Course Prerequisites

Art 3000(1) completed 33 credit hours of art. 12 hours devoted to Art 1001, Art 1002, Art, 1003, Art 1004, with the remaining 21 credits coming from art courses 2000 level and above.

Art 3000(2) completed Art 3000(1) and 51 to 60 credit hours of art.

Art 3000(3) completed Art 3000(2), scheduled for the semester of graduation.

IV. Course Objectives and Outcomes

Portfolio review is a mechanism for art faculty to monitor and assess individual student artistic progress and report on knowledge, commitment, and ability to complete B.F.A. requirements.

Portfolio review at the sophomore, junior, and senior level provides continuous opportunities to develop, build, maintain, and present a quality portfolio of original personal visual samples culminating in a professional portfolio by graduation. Art majors are formally admitted to the B.F.A. program following successful completion of the first Art 3000 course. The completion of three ART 3000 Portfolio classes is a graduation requirement for the B.F.A. Degree.

It is expected that each portfolio review will see representative samples of **“ALL”** art related activity since the last review whether assigned, unassigned, independent, or freelance.

V. Course Topics

- portfolio content.
- portfolio care.
- critical thinking/critical review, responding to criticism.
- talking about art.
- writing the artist statement.
- portfolio presentation.

VI. Instructional Methods and Activities

Some assigned reading. Group discussion/critique/seminar as well as individual conferences with art concentration advisors.

Digital Portfolio Presentation to art faculty for evaluation.

**THREE ASSIGNED WEEKS
STARTING MARCH 28 FOR
STUDENT PORTFOLIO DISPLAY**

To provide for one-on-one portfolio interaction of student and art faculty, starting March 28, three separate weeks are set aside for student portfolio

display in a designated area for faculty to review during that student's assigned week. **See page two of Portfolio Review Schedule and ART 3000 Moodle site for explanation and requirements.**

VII. Evaluation and Grade Assignment

See sample faculty check sheet link at <https://ulm.edu/art/>

The ART 3000 grade

will be the average of art faculty grade recommendations based on review of the **Portfolio Review Digital Document**. The compiled faculty rankings will be available to students the week following review.

A “C” grade or better in each Art 3000 course is a requirement for graduation. A BFA degree candidate is expected to make good grades in the concentration. **The “C” grade is not a “good grade.”** It is passing, but does not indicate competitive professionalism. The “B” grade is a good grade. The “A” grade is better.

For graduating students (3rd time review) the Digital Concentration Portfolio is a more limited and focused portfolio such as that presented when seeking employment, representation in art galleries, entering exhibitions, and making applications for graduate school, grants, etc.

Visit the Art web site <https://ulm.edu/art/> for an explanation of concentration portfolio expectations. **YOU MUST submit the Portfolio Review Digital Document** to Moodle as a Word.DOCX

before 10 pm, Thursday, April 28.

Plan ahead. You should periodically photograph/save digital samples from your portfolio in order to have high quality samples whenever needed.

Do not wait until the last minute to request assistance or advice.

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UNDERGRADUATE MID-TERM GRADES are posted on-line for students to view via Banner. Mid-term grades indicate a student's status at mid-semester only and do not indicate the final performance outcome of a student.

Mid-term grading occurs before the portfolio reviews so mid-term grades for students that regularly check into Moodle will be listed as C.

VIII. Class Policies and Procedures

At a minimum, all policies listed under university regulations in the current ULM Academic Catalog should be followed.

<https://catalog.ulm.edu/content.php?catoid=15&navoid=1925>

Additional class policies include:

A. Textbook(s) and Materials

No textbook is required, additional topical reading and research is expected, materials will be provided or made available.

B. Attendance Policy:

STUDIO PARTICIPATION

Online classes do not offer the same interactive aspect of traditional studio art courses where Information and discovery can immediately pass from teacher to student, student to teacher, and student to student. This is how idea generation, critical thinking, and original thought are developed. **However, participation and contribution to online studio activity, discussion, and critique, if relevant, are just as important, and are expected.**

UNIVERSITY ONLINE ATTENDANCE POLICY

1. Students are required to log in to each online course by the second day during the week in which the course officially begins, or the day of enrollment during late registration to complete the initial introductory postings required in the course.
2. Logging in to an online course constitutes a start and assumes the intention to complete the course.
3. Students must log in at least one additional day during the first week of the course. Students must log in on two separate days each subsequent week of the course to meet attendance requirements or as specified in the syllabus. Nonattendance may affect financial aid.
4. Students withdrawn due to nonattendance will be permitted to return no sooner than the beginning of the next semester.
5. Students may appeal if they feel an error has been made in their attendance calculation as outlined in the University Regulations Procedure for Appealing a Grade.
6. Students are strongly advised to check email daily, excluding weekends for full term fall and spring courses.

A record of unexcused absences exceeding 10%, or excused absences exceeding 20%, of the semester class days is unacceptable. **Any student who misses 25%** of the scheduled class sessions in any course may be dropped from the course with a grade of W if this

condition occurs prior to the last day to drop a course or a grade of F after that date.

Any University-related activity requiring an absence from class will count as an absence when determining if a student has missed 25% of class meetings.

STUDENTS ARE RESPONSIBLE for the effect that absences have on all forms of evaluating course performance. Thus, **the student is responsible for seeking assistance for the allowed make up of any missed work.**

EXCESSIVE ABSENCE WILL BE REPORTED to the student's dean.

INCOMPLETES:

It should be understood that it is the student's responsibility to complete course work within the framework of the semester. Not completing the course work does not guarantee the student's right to an "I" grade.

A semester grade of incomplete will only be given in cases of extreme emergency and will not be granted unless 75% of the course work has been satisfactorily completed.

C. Make-up Policy/late assignments, make-up procedures, etc.)

NO MAKEUP on exams or critiques without documented proof of a reasonable excuse. The student must send an e-mail request for a make-up within one week of the missed date.

NO MAKEUP on exercises and/or quizzes. However, the three lowest quiz scores will not be averaged.

Academic Integrity: Faculty and students must observe the published policy on **Academic Cheating and Plagiarism** in the university academic catalog
<http://catalog.ulm.edu/content.php?catoid=15&navoid=1925>

PLAGIARISM

Design is an eclectic activity. Design solutions are derived from the stimulus of many diverse sources. However, the act of knowingly presenting someone else's work as your own is unethical, often illegal, and will not be tolerated.

A good artist integrates experience. Students are encouraged to apply experience and accomplishment gained from other courses. However, submitting the same work to two or more classes is an unethical bypass of course objectives and will not be tolerated.

D. Course Evaluation Policy: in order to promote and maintain teaching excellence, students are expected to complete the on-line course evaluations for enrolled courses. Web links are posted near the end of each semester.

E. Student Services: Many Student Services are available at ULM

Special Needs

<https://ulm.edu/counselingcenter/special.htm>

The University of Louisiana Monroe strives to serve students with special needs through compliance with Sections 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. These laws mandate that postsecondary institutions provide equal access to programs and services for students with disabilities without creating changes to the essential elements of the curriculum. While students with special needs are expected to meet our institution's academic standards, they are given the opportunity to fulfill learner outcomes in alternative ways. Examples of accommodations may include, but are not limited to, testing accommodations (oral testing, extended time for exams), interpreters, relocation of inaccessible classrooms, permission to audiotape lectures, note-taking assistance, and course substitutions.

If you need accommodation because of a known or suspected disability, you should contact the director for disabled student services at:

318-342-5220, Fax: 318-342-5228

Walk In: ULM Counseling Center

1140 University Avenue

(building and room are mobility impaired accessible).

Student Affairs

<https://ulm.edu/studentaffairs/>

Student Success Center

<https://ulm.edu/studentsuccess/>

Counseling Center

<https://ulm.edu/counselingcenter/>

Mental Wellness on the ULM Campus

If you are having any emotional, behavioral, or social problems, and would like to talk with a caring, concerned professional please call one of the following numbers:

The ULM Counseling Center 342-5220

The Marriage and Family Therapy Clinic 342-9797

The Community Counseling Center 342-1263

Remember that all services are offered free to students, and all are strictly confidential.

Student Health Services

<https://ulm.edu/shs/>

Library

<https://ulm.edu/library/>

Computing Center Help Desk

<https://ulm.edu/computingcenter/helpdesk>

Title IX – Sex Discrimination

<https://ulm.edu/titleix/>

Title IX of the Education Amendment Act of 1972

prohibits sex discrimination against any participant in an educational program or activity that receives federal funds, including federal loans and grants. Furthermore, Title IX prohibits sex discrimination to include sexual misconduct, sexual violence, sexual harassment and retaliation. If you encounter unlawful sexual harassment or gender-based discrimination, please contact Student Services at **318 342 5230** or to file a complaint, visit

<https://ulm.edu/titleix/>

F. Emergency Procedures: ULM has an outstanding Police Department available at all hours. For **On-Campus Emergency: 1-911**.

Non-emergency: **342-5350**. Other creative initiatives: crime prevention program, fire, Internet, and travel safety, are available from the web site:

University Police <https://ulm.edu/police/>

G. Discipline/Course Specific Policies:

For your information

UNIVERSITY CELL PHONE POLICY

Not applicable online, but be aware that:

Cell phones should be turned off, or set to vibrate only, when in academic buildings (including the University Library) and may be used only in restrooms, group study rooms, and offices. Text messaging may be used throughout the Library (with the exception of the classrooms) provided that no audible sound is used to notify the recipients.

All people carrying cell phones into a classroom, laboratory, or clinic must turn off and store (e.g., in a backpack, purse, phone holster, or other similar item) their phones prior to entering the room. Cell phones are not allowed on desk or table tops. If there is an extenuating circumstance that requires the cell phone to be on during a class, the student must obtain permission from the instructor prior to the beginning of class and must operate the phone in a silent (vibrate only) mode. Each instructor may further restrict the use of cell phones in class and may determine the consequences for violations of this policy.

People who violate this cell phone use policy may be asked to leave the building.

For your information

STUDIO ENVIRONMENT

Not applicable online, but be aware that:

The Art Program endeavors to supply clean, appropriately equipped work areas for the creation of student art. **Please clean up your work area** so that it will be ready for students in following classes.

Please report equipment or facilities in need of attention, replacement, or repair to the professor in charge or the VAPA Office: (318) 342-3811.

IX. Tentative Course Schedule

See portfolio review schedule on the web link at <https://ulm.edu/art/>

Please double check dates and times in advance of posted deadlines.

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