ART 493 Senior Seminar Syllabus
Fall 2010
Tuesdays, 4pm in Room 210 or Gallery

Instructor: Tina McCalment, Gallery Director
Office Hours: T 2:30 – 3:30 or by appointment
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Course Description and Goals:
ART 493, Senior Seminar is a one-semester non-credit course required of all Art Majors with concentrations in Studio, General and Education. The course must be taken in the final semester of the senior year. Its purpose is to prepare and guide the graduating student through preparing for and putting up an integrated group exhibition. Each student will be required to attend and actively participate in all aspects of the seminar.

The following will be required in class:
- Attending lecture/presentation by the semester's visiting artists
- Attending presentations by Design for a Summer Recipients
- Attending final senior Art History presentations
- Writing an Artist's Statement for the exhibition
- Making a group postcard for the exhibition
- Hanging an integrated group exhibition
- Preparing and attending the exhibition opening
- Final oral presentation of your work in the exhibition
- Prepare a portfolio of 20 digital images

The following topics may be required in class depending on student interest:
- Discuss post baccalaureate opportunities - graduate school
- Graduate Schools and the GRE
- How to start looking for a job
- Writing a job cover letter and resume
- Photographing your work
- The digital portfolio – quality and arrangement of images
- Art criticism and theory

Attendance: Each student is required to attend and participate in all classes and be actively engaged in all assigned class activities. However, you may be allowed one excused absence at the discretion of the instructor.

Grading: ART493 will be graded either S (Satisfactory) or U (Unsatisfactory). An “S” indicates satisfactory performance in all areas of the seminar. An incomplete can never be given as a grade. Any absence over the one excused absence will result in automatic failure. A grade of “U” is a failing grade and will require that that term of Senior Seminar must be repeated.

Disability Statement:
Students who have a disability that may prevent them from fully demonstrating their abilities should contact the Disability Services Coordinator, Cindy Reed at (859) 985-3212, or e-mail cynthia_reed@berea.edu, to discuss accommodations necessary to ensure full participation in this course. Upon request, this syllabus can be made available in alternative forms.
YOUR SENIOR COMMITTEE

I. The purpose of the Senior Committee reviews

The purpose of the Senior Committee is to appropriately prepare you for the group senior exhibition. The reviews are important meeting grounds for students, faculty, and ideas. They are designed to help you clarify your thinking about your senior art, assist you in writing a coherent well-written artist's statement and help strengthen your critical judgment. Review meetings serve as places for critiquing in progress work, for a formal preview of exhibition-ready material and as final time for faculty to assess your written and oral presentation abilities in at least three areas:

1. Critical and constructive exchange of ideas and content;
2. Ability to answer and ask questions coherently and concisely;
3. And the ability to engage in discussion using the language of the medium and the concepts inherent in the exhibition materials brought for review.

As a department, we expect you to have the knowledge and ability to describe your art in terms of its formal and conceptual components. You will be responsible for a working knowledge of formal terminology in their area and art historical ideas. You should be able to discuss your art within the overall structure of ideas/concepts related to the artist's intention and the principles/elements of design.

II. Senior Committee review meetings

You must have at least 3 meetings with both faculty. All meeting arrangements (times and places) are your responsibility. You must work with both committee members to schedule in a way that is appropriate for all involved.

1. The first meeting should be scheduled at the beginning of the semester. This meeting should set the parameters and expectations of the review committee. You should present initial ideas and work for your exhibition.
2. The second meeting should be scheduled for around mid-term. This meeting will assess your progress and determine if you are prepared enough to have your name included on the postcard. Please understand that inclusion on the postcard does NOT guarantee that you will be approved to exhibit and thus graduate.
3. And the final meeting should be scheduled during the Monday or Tuesday of the week the art is due in the gallery. This meeting’s primary purpose is for the faculty to approve your work for the show. All work must be exhibition ready for approval. Please understand that not all work may be approved for exhibition. The faculty will also approve the final artist statement at this time. If necessary, a discussion of labels and price list should happen at this meeting.

Additional meetings may be requested by you or may be required by faculty members to insure the successful completion of exhibition ready work in time for the exhibition.

Appropriate presentation and hanging devices should be discussed by the full Senior Committee and should be approved by both faculty members. It is suggested that:

Prints-Paintings-Drawings: Be matted in white, cream or gray, framed, and ready to hang (string, wire, hook attached).

Sculpture/Ceramics/Three-Dimensional Fibers: Be placed on appropriate sculpture stands, or other supporting materials prepared if essential or part of the form. Please note that all sculpture stands MUST be the same color. This is to be chosen by the senior group. Painting
is your responsibility and should be completed before the Saturday when the exhibition is hung.

Fibers: All flat wall pieces should be pressed if appropriate and velcro, rings, slats, frames, or other hanging devices should be in place.

III. Preparations for the Senior Exhibition

***See below schedule for due dates.

Announcements: It is the senior groups responsibility to design an appropriate postcard announcing their exhibition. You should be sure that the essential information is included: exhibition title, name of exhibitors, dates, time and place for opening, gallery hours, duration, etc. The postcard must be approval by the Senior Seminar Faculty member in consultation with the Gallery Director.

You will receive 25 announcements. Once you have labeled them with your addresses, the Department will pay to mail them. All other announcements will be sent from the Department mailing list. The office will be responsible for printing these labels however the senior group will be responsible for putting the labels on the postcards. The labeling and mailing should be done in time for the postcards to reach their intended recipient before the exhibition opening.

Artist Statements and Art Labels: The printed font and its size, for both the labels and artist statement, must be agreed on by the senior group (Geneva font size 14 is suggested).

You must print and mount an approved artist statement that addresses the work accepted into the exhibition. At the top of the artist statement you must put your name and just bellowed that your hometown and state. This should be centered at the top. A copy of this statement should also be sent electronically to the Gallery Director the Wednesday before the exhibition opens so all statements can be put into a single document and printed as a take-away for the exhibition.

You are responsible for printing and mounting appropriate labels. The labels should include your name, title of work, and medium. Labels must be ready the morning the exhibition is hung.

Insurance List: For insurance purposes, the Gallery Director must have an insurance list by the date of the exhibit installation. This should include: your name, title, media, value for each piece and should be submitted electronically.

IV. Delivery of work and setting up the exhibition

The Senior Committee approved work should be delivered to the gallery by 5:00pm the Friday before the exhibition is to be hung.

The exhibition is hung on a Saturday. You should arrive on time and ready to work and everyone must stay until the exhibition has been hung, labeled, and lighted. You may NOT just hang your work and leave. Preparing and hanging the exhibition is the your capstone experience and thus the major decision making responsibilities and work will fall to the senior group. This means that you will need to communicate effectively and work as a team. No one should dominate the gallery or the discussion. The overall look of the exhibition is your group's responsibility. The exhibition MUST be an integrated, well designed, and cohesive group exhibition. You may NOT isolate your work. This is a museum/gallery space and should be treated as such. The senior group should consider the total space - remember space is 2-D as well as 3-D. Think of the viewer and how you wish the exhibition to be seen and experienced by the viewer. Always work to create a feeling of space/order/relationships that are meaningful and exciting. This means consideration of several things: the distance and close-up views; the layout of objects against the wall -- their height in relationship of one wall, one room to another, and the walls to the enclosed space, and to the 3-D form on the open/closed space. Again,
consider the TOTAL SPACE and use it to the best advantage. Remember this is the representation of your time at Berea. How do you want to be represented and remembered?

It is the responsibility of the Senior Seminar Faculty member and the Gallery Director to guide your group decisions, be available for consultations and to mediate discussions. Once fully hung, the Senior Seminar Faculty member and Gallery Director must approve the exhibition. NO STUDENT MAY LEAVE UNTIL ALL WORK FOR THE EXHIBITION IS COMPLETE. AND APPROVED!!!!!!

VI. The exhibition opening

The senior group in consultation with the Gallery Director must plan the opening. The group will submit a refreshment list for punch, cut veggies or fruit, and crackers and cheese to the Gallery Director at least a full week before the opening. The Gallery Director will purchase the items. The senior group is welcome to provide refreshments above and beyond what the Department provides as long as the Gallery Director and Art Department Chair have approved all items.

The opening for the exhibition is held on Sunday from 3-5 pm. Students should arrive by 2:00 to prepare food for the opening. Labor students working in the Department will act as servers. You are responsible for cleaning up after the reception. Do not walk away from the mess at the close of the reception.

VII. Your oral presentation

The first Tuesday class after the opening you will give an oral presentation in the gallery of your work to the class, the full faculty and the general public. The 50-minute class will be divided evenly among all students. You should be prepared to speak about the ideas behind your work and address questions from the audience. You MAY NOT read your artist statement or any other prepared statement. You may have a brief outline or a few words written down to cue you if necessary. By this point you should be able to talk effectively about your work.

VIII. Picking up your work

During Fall Semester all work must be picked up by 3:00 the last day of exams.

***ANY work left after this time will be thrown away. NO EXCEPTIONS WILL BE MADE!

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Weekly Schedule:

This schedule is subject to change at the discretion of the instructor. Advance notice of changes will be given when possible.

T August 31
Introduction - syllabus and schedule
Fill out and turn in Graduation Committee request forms
Handout: “Petition for a Solo Exhibition”

T September 7 - TBD
First committee meetings should happen between September 7 and September 14

- T September 14
  Announcements and Show

  Handouts:
  "Exhibition Guidelines"
  "Exhibition Postcards"

- T September 21
  **** Solo exhibition requests due to Department Chair

- T September 28
  Discuss digital portfolios

  Handout:
  "Senior Seminar Digital Image Portfolio Requirements"

- T October 5 – Design for a Summer and Internship presentations

- T October 12- Midterm Reading Day – No class meeting

Mid-Term Senior Committee meeting must happen between October 12 & October 19
- Must get approval for your name to appear on the postcard.

- T October 19 Final Postcard design due in Gallery Directors mailbox by 5:00

- T October 26  Artist Statements Due - In class peer review (bring 2 copies)

- T November 2

- T November 9 –

  All Invitations must be ready to mail by Tuesday November 16
  Set up time to fold and address invitations.

- T November 16
  Plan reception: Food list - to Professor McCalment by Thursday November 18

  Wednesday November 17 by 12 noon
  Due Electronically to Professor McCalment:
  - Artist Statements
  - Insurance List

- Friday November 19
  All artwork, sculpture stands, labels, artist statements due in lower Traylor.
  ***All materials must be exhibition ready.
Saturday November 20
Hang exhibition – Start time: 9:00 am

Sunday November 21
Senior Show Opens - seniors arrive at 2:00
- Reception from 3:00-5:00

T November 23 – No class meeting

T November 30
Senior Oral Presentation of work
- In the Gallery
- Open to the public

T December 7 – ** Announce the Departmental Evaluation**

T December 14 - Digital Portfolios Due

Friday December 17 Final Departmental Online Evaluation Due

**Friday December 17**
You must pick up your work from the gallery by 3:00 pm.
All work left after 3:00 will be thrown away. There will be no exceptions!