**ART 3340:** Beginning Kiln Formed Glass

Spring 2018

**Instructor(s):** Jean Fernandes

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**Faculty Profile:**

**Office Hours:** Monday and Wednesday, 2-2:30pm, by appointment please.

**Section Information:** ART3340-001

**Time and Place of Class Meetings:** Studio Arts Center, C145, MW 11-1:50PM

**Description of Course Content:** This course explores glass as a traditional and contemporary art form and method for visual communication. Throughout the semester, students will use various glass kiln-forming techniques to gain a thorough understanding of the material and how it functions within today's art context. Fusing, slumping and kiln-casting will be some of the techniques addressed during the semester. The beginning section of this class is appropriate for students who have had very little to no prior experience working with glass-forming techniques.

**Student Learning Outcomes:** Students are encouraged to incorporate all technical demonstrations into their own creative work. **Each demonstration will be given only once**. It is required that you attend class regularly so that you do not miss demos, lectures and instructions on proper equipment use. By the end of the semester, students will be able to create a variety of technically accomplished forms with strong conceptual reasoning while using glass as the primary art medium.

This course will include various demonstrations as well as weekly readings and discussions, which will allow for an understanding of the complexity of working in glass. With assistance from the instructor, students will learn to create basic flat glass forms and will progress to more complex, three-dimensional forms demonstrating technique, creativity and skill. Students are also required to take responsibility for their own learning, by researching, exploring and experimenting with the material under the guidance of the instructor. **Students are required to complete all the assignments on time and attend every critique.**

**Required Textbooks and Other Course Materials:**

No required textbooks. Required readings will be uploaded to blackboard.

Recommended textbooks/resources:

**Contemporary Fused Glass:** Brad Walker

**Bullseye Tech Book:** Available at [www.bullseyeglass.com](file:///C:\Users\Jean\Desktop\KILN%20GLASS\Kiln%20SPRING%202013\www.bullseyeglass.com)

**Bullseye Online Resources and Video Resources**

UTA discount code for video subscription: UTA252012

Available at [www.bullseyeglass.com/education](file:///C:\Users\Jean\Desktop\KILN%20GLASS\Kiln%20SPRING%202013\www.bullseyeglass.com\education)

**Descriptions of major assignments and examinations:**

Beginning students will focus on technical development as well as conceptual development through a series of four sections covered over the course of the semester.

Section 1: Technical & skill building exploration of imagery techniques on glass

Section 2: Conceptual Project 1 exploring idea/concept through imagery processes

Section 3: Technical & skill building exploration of glass casting techniques

Section 4: Conceptual Project 2 exploring idea/concept through any process learned during the semester

Critiques or assessments will be held at the end of each section to provide students with feedback and ideas for improvement. Participation in critiques is required (please see “grading” section for more information).

**Attendance:**

You are required to attend class regularly. Pertinent information will be given during each class period, and missing class time will negatively impact your ability to pass this class. You are given three free absences in this class. After that, absences will impact your overall grade as follows: **Your fourth absence will lower your grade by one letter, five absences will lower your grade by two letters, six or more absences constitutes an automatic failing grade.** It is your responsibility to sign in on the provided sign-in sheet with your time of arrival when you enter the classroom. Falsifying this information is considered academic dishonesty and will have severe consequences.

Partial class attendance will also impact your grade negatively. If you are late to class, it is your responsibility to immediately sign in and/or let the instructor know that you are present so that it can be logged as a tardy instead of an absence. Attendance may be taken twice: once at the beginning of class and once during or at the end of class (at the discretion of the instructor). If at either time you are absent, you will be counted as a partial attendee for that class period. **Three instances of tardiness or early departure equates to one absence.** You are responsible for obtaining any material covered during your absence from a classmate. The instructor will not repeat assignments, technical demonstrations, video presentations, discussions or lectures.

**You must have all of your required materials by the end of the second week of classes (January 24)**. Failure to attend class with the required materials will result in a mark of absent for the day (regardless of whether you are physically present or not). Class time is for working, learning, and getting input/feedback from your peers, so you may not use the time to obtain materials.

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance.

**Grading**:

A 100%-90%

B 89%-80%

C 79%-70%

D 69%-60%

F 59% and below

Private discussion concerning your progress in the class is encouraged. I prefer that these discussions take place during my office hours. If you are unable to meet with me during these times, you may email me to schedule an appointment.

Simply completing the assigned work does not assure you of an excellent grade in this course. At UTA, a "C" is an average grade and in this course is given to students who complete the assignments and show up to class regularly. **"A" and “B” grades are reserved for students who go “above and beyond” the requirements of the course, excelling beyond the basic requirements.**

**Do not waste my time or yours with anything less than your very best.**

Grading will be based on several aspects of your involvement and performance in this course. Your final grade depends on a combination of classroom participation as well as completion of assigned projects. Writing assignments, quizzes and assigned projects will total 80% of your final letter grade. The remaining 20% will be based on classroom participation which includes, but is not limited to: attendance, active critique participation, following the warm and cold shop policies (including those pertaining to cleanliness and charging days) and participation in weekly classroom discussions.

Evaluation of your **final grade** in this class is broken down as follows:

20% Participation, Studio Involvement, and Cleanliness

30% Technical Projects: layered imagery, relief, casting, etc.

10% Written Assignments, Presentations, Quizzes

20% Concept Project 1: Imagery

20% Concept Project 2: Casting

**Pop Quizzes:** At the discretion of the instructor, pop quizzes or tests will be administered for both beginning and advanced students if it appears that the content of the course is not being reflected in the students’ visual and verbal expressions.

**Late Work:** Late work will not be accepted for any reason. Not turning in work on time will result in a 0% for that assignment. In order to avoid this, you must bring in your project, even if unfinished\*, on critique day to get in-progress feedback from your peers.

During the semester, with instructor consent, you may re-submit any project (before the last day of class) for an amended grade after resolving issues brought up during critiques. This includes finishing an unfinished project presented during a critique. \*However, keep in mind that 10% of your assignment grade is dependent on whether your project was finished within the allotted time frame, so the maximum grade possible after re-submitting work that was originally shown unfinished in critique will be a B grade. This opportunity is only available for projects turned in on time and does not apply for late work. Again, **late work will not be accepted for any reason**.

**Critiques:** Attendance is required. All work must be set up prior to class on critique days. Your participation is essential to having a productive critique; participation includes being present AND actively engaging your peers in the discussion about the work. Positive feedback and constructive criticism is encouraged, but students should also be able to provide reasoning for their opinions.

**Studio Time Outside Class:** Students should be aware that completion of classroom assignments can require an additional minimum of 6 to 12 hours per week of studio time outside of regularly scheduled class periods. It is also mandatory to sign up for 2 evenings (per enrolled glass class) of charging clean up per semester.

**Charging Days:** Please note that missing even one of these days will impact your grade severely. If you are a no-show on a charging day, **you will lose a letter grade**. These days are taken very seriously as the charging leader depends on every member of the team to show up and work diligently. If you have to miss your cleaning assignment for any reason, it is your responsibility to arrange for someone to take your place on the charging team for that evening.

**Classroom and Critique Etiquette**

The classroom is an open environment for sharing thoughts, feelings and ideas. Attitudes that hinder this environment should be left at the door. Disrespect toward the instructor or other students/faculty will not be tolerated. This is a learning environment and cell phones should be either turned off or put into vibrate/silent mode. If you absolutely have to take a call, you must step outside the classroom. You are welcome to listen to music during work time, but you must use a set of earphones/headphones and the volume must be set low enough that you do not disturb those who are sitting next to you. Laptops may not be used in the classroom for anything other than project-related research. Use of excessively loud equipment must be avoided during class time.

**Safety:** The glass studios can be a hazardous environment if you are not well-informed about studio practices and precautions. You are required to be present for the safety walkthroughs that will be covered during class and will not be allowed to use the facilities until the safety procedures form is signed. Failure to follow safety rules and recommendations will result in loss of access to the facility. In the absence of the instructor, safety instructions given by the glass department faculty, glass studio technician, graduate students or the environmental health and safety officer must be followed.

**Safety glasses and close-toed shoes must be worn at all times.**

\*\*\*\* In cases of a medical or other emergency use the red telephone in the cold shop for assistance. This phone is a direct line to campus police \*\*\*

**Materials**

This course requires materials for general studio use, personal glass and tools as well as some supplementary tools you will find useful. A materials list is provided in a separate document posted on blackboard. Students must have all materials by **January 24**. Failure to come to class with the necessary materials will result in a mark of absent for that day regardless of whether you are physically present or not.

**Facilities**

Remember that using the hot, warm and cold glass shops is a privilege. There are specific guidelines for the proper use and care of the machines and supplies. Students are expected to strictly follow these guidelines without exception. Failure to comply with these guidelines could result in being prohibited from using the facilities.

Your understanding of the operation and maintenance of the facilities is part of this class.

**Rule #1: If you feel uncomfortable with or are hesitant about the proper operation of the mechanical equipment in this facility, ASK a technician, faculty member or a grad student for more instruction.**

You will be required to actively participate in the cleaning and maintenance of the glass studio. There may be times during the course of the semester that equipment must be shut down for repair. This is the nature of this medium, and to be expected. For this reason, it is important that you do not wait until the last minute to complete your assignments. Every effort will be made to keep machine downtime to an absolute minimum.

**Drop Policy:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance**. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).

**Disability Accommodations:** UTArlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA),* and *Section 504 of the Rehabilitation Act.* All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of **a letter certified** by the Office for Students with Disabilities (OSD).Only those students who have officially documented a need for an accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting: **The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).

Counseling and Psychological Services (CAPS) [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit*[*uta.edu/eos*](http://www.uta.edu/hr/eos/index.php)*.*

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated.*For information regarding Title IX, visit* [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or [jmhood@uta.edu](file:///C:\Users\hannabas\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\697W32M3\jmhood@uta.edu).

**Academic Integrity:** Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents’ Rule* 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>.

**Lab Safety Training:** **Students registered for this course must complete all required lab safety training prior to entering the lab and undertaking any activities.** Once completed, Lab Safety Training is valid for the remainder of the same academic year (i.e., Fall through Summer II) and must be completed anew in subsequent years. There are no exceptions to this University policy. Failure to complete the required training will preclude participation in any lab activities, including those for which a grade is assigned.

**Electronic Communication:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

**Campus Carry:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** for semester-long courses**,** a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

**Student Support Services**:UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include [tutoring](http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/index.php), [major-based learning centers](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php), developmental education, [advising and mentoring](http://www.uta.edu/universitycollege/resources/advising.php), personal counseling, and [federally funded programs](http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php). For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to [resources@uta.edu](mailto:resources@uta.edu), or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

\*\*\*this syllabus is subject to change at the discretion of the instructor\*\*\*