**Prof. NICK WOOD**

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**Course: Advanced Clay – ART 4343 – 001 SPRING ’17**

* *Day/Times*: MW 2:00 – 4:50pm
* *Classroom/Studio Location*: Studio Arts Center, C-141, 810 Davis St.

**Description of Course Content:**  **ADVANCED CLAY 4343**

Further development and focus on skills, techniques, and personal expression in sculptural, handbuilt, and wheel thrown clay forms. The introduction of wheel –throwing and the introduction and continuation of kiln firing, glazing and glazemaking processes. **Due to the diversity of ceramic forming processes & different course levels of focus and experience, this class has multiple syllabii. All syllabii are included together as one document to fit this internet syllabus format.** Students select their particular experience levels and syllabus focus each semester. Grading criteria, kiln requirements, and university statements are the same for all ART 4343 syllabi and are at the end of this document. This class is repeatable for credit.

**Student Learning Outcomes**: **SCULPTURE I - III**

*A series of projects involving sculptural themes, emphasizing aesthetic and conceptual thought processes will develop both sculpting skills with clay as a material and also problem solving experiences with aesthetics and design. To be evidenced and assessed through objects created by students with their hands, materials, and tools by completion of the semester.*

**1)** The ability to analyze the importance and necessity of a sculpture’s logistical and aesthetic concerns in relationship to its conceptual and spatial presence.

**2)** Application and recognition of the processes of establishing an idea (concept) in the initial sketch, discussion, and research stages and working adaptively with this concept until the completed fired sculptural forms they will create.

**3)** To demonstrate the knowledge of glazes and their various application processes.

**4)** To develop skills with the integration of color usage and sculptural form.

**5)** To develop skills and knowledge of kiln loading, unloading, and firing processes.

**6)** Continueddevelopment oftheapplication and synthesis of sculpting procedures unique to clay sculpture.

**Requirements**: (General)

* *Prerequisite:* ART 3363 or college/portfolio equivalent credit.
* Students must follow all safety requirements listed below.

**Safety:**

* No open-toed shoes are allowed when working in the studio.
* An approved **N95** dust mask is must be worn when you are using sprayed or dry ceramic materials.
* Latex or rubber gloves are required for handling wet glazing materials.
* Follow all safety signs posted around classroom facility.
* No headphone usage during classtime.

**Textbook and Course Materials:**

* No required Text (See syllabus attachment for suggested reference materials)

SCULPTOR'S TOOLS & SUPPLIES

* Metal ruler / tape measure
* Sketchbook/Journal - 8 1/2 x 11" or larger
* Kemper Tool Kit
* Brushes 1/8", 1/4", 1/2" 1", 2"
* Fettling Knife
* Needle Tool
* Serrated metal rib
* Surform shaver (#21 –11S)
* Carving tools (loop) optional
* (3) three - 20" x 20" to 24"x30" one side smooth, exterior glue, plywood boards
* Rubber gloves (if using mixing and using glazes)
* Paper towels (as needed)
* Plastic lidded containers (3-5); container size - one pint to two quarts
* (2) two - 5 gallon buckets with handles
* Various size brushes for glazing
* one - 1 gallon bucket with handle
* (1) 25-30 gallon garbage can (optional)
* Sponges
* Spray -mister
* Plastic garbage bags
* Protective safety dust mask for use in mixing or spraying clay or glazes.
* Closed Toe shoes required when working in studio.

**Sculpture I – III Projects / Critiques / Major Requirements:**

This class is a continuation of your experience in sculpture, emphasizing clay as an expressive medium while not necessarily limiting you to having clay as the only material in your sculptural solutions. The various methods of construction and manipulation of clay are further explored through a variety of projects, which could include the use of molds and mixed media.

Personal expression and experimentation in problem-solving are strongly encouraged and will greatly enhance your studio experience and growth. Dialogue and feedback is a critically important factor in learning, so I strongly encourage you to seek it particularly from me and from each other as well.

**SCULPTURE PROJECTS:** *(4 Projects assigned. Their content based on # of semesters of clay sculpture completed and number of students enrolled at that level.) Projects are assigned approximately every 2 ½ - 3 weeks. Sculpture assignments are in handout form with presentation, discussion, questions and follow up discussion/sketches.*

**MID TERM REVIEW ON PROJECTS # 1, 2, MARCH 6 - 8**

**FINAL CRITIQUES ON All PROJECTS #1 – 4 MAY 8 -11**

**\*\* No incomplete Grades will be given.**

Extra credit projects beyond 1-4 are encouraged. Equivalent extra credit sculptural projects can raise your grade 10% per project. Critiques/Reviews will encompass finished greenware and completed projects assigned for the Midterm and Final due dates listed. *Completed/finished means fired and glazed/painted/sealed etc.*

You will need to make a sustained effort with all your work to achieve your best solutions. Evidence of your commitment to the concept, quality, and craftsmanship in your work will be evaluated and discussed formally at midterm and final critiques. *To facilitate that process, it is strongly recommended and beneficial for you to have work- in-progress discussions and feedback with me on a regular basis. It is also strongly recommended that you use a Sketchbook/Journal regularly to record your thoughts, ideas, research, and drawings throughout the semester.*

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**Student Learning Outcomes:**  **HANDBUILT VESSELS I**

A series of projects involving handbuilt forms , emphasizing the notion and potential of the vessel as a vehicle to explore function, as well as, its’ parameters. To be evidenced and assessed through student created objects and critique discussions in response to project themes by the end of the semester.

1) Development of the application and synthesis of handbuilding procedures with the vessel as a functional or metaphoric object.

2) Enhanced ability to integrate, attach, and combine clay shapes formed using handbuilding construction processes into larger or more complex forms.

3) Continued development of enhanced skills to analyze and create three dimensional forms in relationship to function and containment.

4) Demonstrate & understand the knowledge of glazes and their various application processes.

5) Application and recognition of the important processes of establishing an idea (concept) in the initial sketch, discussion, and research stages and working adaptively with this concept until the completed fired hand built vessel based forms they will create.

6) Continued development of skills with the integration of form, function, and color usage.

7) To further develop knowledge and skills in kiln loading, unloading, and firing processes.

**Requirements:** (General)

* *Prerequisites*: ART 3363 or college / portfolio credit.
* Students must follow all safety requirements listed below:
* No open-toed shoes are allowed when working in the studio.
* An approved **N95** dust mask must be worn when using sprayed or dry ceramic materials.
* Latex or rubber gloves are required for handling wet glazing materials.
* No headphone use during class hours.
* Follow all safety signs posted around classroom facility.

**Textbook / Course Materials:**

* No required Text (see syllabus attachment for suggested reference materials).

HANDBUILDING TOOLS & SUPPLIES (to be supplied by you).

* Metal ruler / tape measure
* Sketchbook/Journal – 8 ½ x 11” or larger
* Kemper Tool Kit
* Brushes – 1/8”, 1/4”, 1/2”, 1”, 2”
* Fettling Knife
* Needle Tool
* Serrated Metal Rib
* Surform Shaver (Stanley #21 – 115)
* Carving Tools (Loop) optional
* Three (3) – 20” x 20” to 24” x 30” one side smooth, exterior glue, plywood boards
* Rubber gloves (if mixing and using glazes)
* Paper towels (as needed)
* Plastic lidded containers (3-5); container size – one pint to two quarts
* Two (2) – 5 gallon buckets with handles
* Various size brushes for glazing
* One (1) – 1 gallon bucket with handle
* One (1) 25-30 gallon garbage can (optional)
* Sponges
* Spray-mister
* Plastic garbage bags
* Protective safety dust masks for use in mixing, recycling, or spraying clay or glazes
* Closed Toe shoes required when working in studio.

This class is a continuation of your experience in handbuilding (sculpture/vessel), emphasizing clay as an expressive medium while not necessarily limiting you to having clay as the only material in your handbuilt solutions. The various methods of construction and manipulation of clay are further explored through a variety of projects, which could include the use of molds and mixed media.

Personal expression and experimentation in problem-solving are strongly encouraged and will greatly enhance your studio experience and growth. Dialogue is a critically positive factor in learning, so let me encourage you to seek it out not only from me, but from each other as well.

**HANDBUILT VESSELS – 1ST SEMESTER**

|  |  |  |
| --- | --- | --- |
| 1) | 2-12” vertical forms | Use the vertical shape as a starting point. 12” minimum size. May or may not be functional. Could be a series of 2 or separate unrelated forms. No mold use. |
| 2) | 3 forms | May or may not be functional. 3 must incorporate enclosed or covered interiors. These 3 either designed as series, or 3 unique forms. |

**PROJECTS 1 & 2 Mid term Review MARCH 6 - 8**

|  |  |  |
| --- | --- | --- |
| 3) | 2 extruded forms | Use extruder formed shapes only to construct forms. May or may not be functional. |
| 4) | 1 mold combo/handbuilding forms | Created by using and incorporating the combination of plaster molds and handbuilt forms. Using either press molding &/or slip casting.  See me for Demo if needed. |

**FINAL CRITIQUES No incomplete grades will be given. MAY 8-11.**

These required numbers of vessels forms are to be your best examples for each assignment. This will mean making additional works beyond the minimum required number to achieve your best efforts and grade for each of these assignments. To facilitate this possibility, it is recommended that you seek our greenware crits for each assignment, at least one class period prior to bisque firings.

Included on your assigned pots are the following minimum requirements:

**2** vessel forms must use multiple slips only for their color treatments.

**2** vessel forms must include carving or drawing into their surfaces. This may include sgraffito techniques. See me for sgraffito demo/information.

**Please note – These requirements can be combined on any vessel form.**

**HANDBUILT VESSELS – 1st semester (**cont’d)

You will need to make a serious effort to consider and explore numerous decorative possibilities, both those listed in your requirements and those which you will discover in your research. The uniqueness of your design and aesthetic solutions will be looked for in the evaluation of your work at the midterm and final critiques. These required number of vessels are to be your best examples for each assignment.

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**THROWING # I**

**Student Learning Outcomes**: Pottery A series of projects focusing on the introduction and development of wheel throwing skills with clay, emphasizing the coordination, mastery and understanding of the potter’s wheel as a tool for forming clay. In conjunction with these skills, there will also be a continuing emphasis on the aesthetics and interdependence of shape and color in the finished object. All Projects will be assessed via discussion and critique.

**1)** Skills to balance, coordinate, and control the mechanics of the potter’s wheel simultaneously with the inherent nature of clay.

**2)** To be able to differentiate and blend the needs of function and form in the sketch to design to pottery wheel to post wheel finishing processes.

**3)** To continue the development of pottery wheel forming & decoration processes unique to clay.

**4)** To demonstrate a knowledge of glazes and their various application processes

**5)** To develop skills with the integration of color usage and pottery form.

**6)** To develop skills & knowledge of kiln loading, unloading, and firing processes

**7)** Skills and design ability to combine multiple and separate thrown forms together into new unique forms.

**8)** To understand the potential of the pottery wheel as a tool for forming clay.

**Requirements:** (General)

* Prerequisites: ART 3363 or college / portfolio equivalent credit.
* Students must follow all safety requirements listed below:

***Safety:***

* No open-toed shoes are allowed when working in the studio.
* An approved **N95** dusk mask must be worn when using sprayed or dry ceramic materials.
* Latex or rubber gloves are required for handling wet glazing materials.
* Follow all safety signs posted around classroom facility.
* No Headphone usage during class hours

**Textbook / Course Materials**:

* No required Text (See syllabus attachment for suggested reference readings).

POTTERS TOOLS / SUPPLIES (supplied by you)

* 2 Plywood Boards, sizes up to 24" x 24"
* Plastic containers (5) 1 pint to 1 quart sizes with lids.
* Rubber gloves (If mixing and using glazes)
* Paper towels (as needed)
* Cloth towels
* Aprons or Overalls are strongly suggested.
* Closed Toe shoes are required.
* Throwing kit: includes a cutting wire, loop/trimming tool, tapered wood - trimmer, decorating tools, metal and wood ribs.
* Surform Shaver (#21-11S)
* Protective Dust Mask (For use in mixing, spraying clay and glazes, plaster)
* Brushes 1/8", 1/4", 1/2", 1", 1-1/2”
* 1 - One gallon bucket with handle
* 2 – Five gallon buckets with handles
* Spray-mister
* 12" ruler
* Calipers (optional)
* Sponges (elephant ear and other smooth sponges)
* Needle tool (Biology probe)
* Chamois cloth (optional)
* Plastic garbage bags
* Sketchbook/journal - 8 1/2" x 11"

**Projects / Critiques / Major requirements:**

**THROWING PROJECTS - 1ST SEMESTER POTTERY**

To be completed in the following order:

1) 4 - 5" cylinders + : Even walled cylinders, no thick bases.

4 – 3 1/2’ cylinders : Use these for glaze tests. **MAKE 4 new**

**stamps** **to be bisqued + 2 non clay stamps**

**Make small ID stamp if you don’t have one.**

2) 8 small tea\* bowls: 5" or less in diameter.

4 different shapes.

2 bowls to match as a set per each of 4 shapes

(each pair trimmed with a different designed

foot). \* Research Teabowls (Japan,Korea,USA).

3) 2-8" cylinders: 1 using all 6 stamps; 1 carved; 1 using all

Colored slips & clear glaze.

**PROJECTS 1, 2, & 3 Midterm Review MARCH 6 - 8.**

4) 2 large bowls 8" minimum diameter, 2 different shapes.

5) 6 cups with handles 3 types of formed handles must be used on 2

(2 to be all formed w/extruder) **each** of the 6 cups (demonstrated during

semester). 2 cups formed using the extruder.

**FINAL CRITIQUES (No incomplete grades will be given) MAY 8-11.**

Included on your assigned pots are the following requirements. Please Note: These minimum requirements can be combined on any pottery form:

**2 pots** must have distinct carving into their surfaces. **2 pots** must have added relief design.

**2 pots** must include the use of stamps on their surfaces**.**

**3 pots** must use wax-resist in their glazed decoration (ask for demo).

**4 pots** must use multiple color slips:

**2** **pots** with clear glaze over & **2 pots** with sgraffito carved designs thru the slips to reveal the clay surface. (Ask for demo).

**THROWING -1ST SEMESTER POTTERY cont’d**

You will need to make a serious effort to consider and explore numerous decorative possibilities, both those listed in your requirements and those which you will discover in your research. **Whenever needed, ask me for demos, technical advice, or questions concerning your class requirements during the semester.** Evidence of craftsmanship, design and aesthetic solutions, and the improving skills in your work will be looked at for your midterm and final critiques. This will mean making additional pots beyond the minimum required numbers to achieve your best efforts for each of these projects. It is required that you seek out greenware crits from me for each assignment, at least one class period prior to a Bisque firing in which you plan to fire this greenware.

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**Student Learning Outcomes**: Pottery - **THROWING # 2**

A series of projects focusing on the introduction and development of wheel throwing skills with clay, emphasizing the coordination, mastery and understanding of the potter’s wheel as a tool for forming clay. In conjunction with these skills, there will also be a continuing emphasis on the aesthetics and interdependence of shape and color in the finished object. All Projects will be assessed via discussion and critique.

**1)** Skills to balance, coordinate, and control the mechanics of the potter’s wheel simultaneously with the inherent nature of clay.

**2)** To be able to differentiate and blend the needs of function and form in the sketch to design to pottery wheel to post wheel finishing processes.

**3)** To continue the development of pottery wheel forming & decoration processes unique to clay.

**4)** To demonstrate a knowledge of glazes and their various application processes

**5)** To develop skills with the integration of color usage and pottery form.

**6)** To develop skills & knowledge of kiln loading, unloading, and firing processes

**7)** Skills and design ability to combine multiple and separate thrown forms together into new unique forms.

**8)** To understand the potential of the pottery wheel as a tool for forming clay.

**Requirements:** (General)

* Prerequisites: ART 3363 or college / portfolio equivalent credit.
* Students must follow all safety requirements listed below:

***Safety:***

* No open-toed shoes are allowed when working in the studio.
* An approved **N95** dusk mask must be worn when using sprayed or dry ceramic materials.
* Latex or rubber gloves are required for handling wet glazing materials.
* Follow all safety signs posted around classroom facility.
* No headphones usage during class hours.

**Textbook / Course Materials**:

* No required Text (See syllabus attachment for suggested reference materials).

**POTTERS TOOLS / SUPPLIES - Pottery II** (supplied by you).

* 2 Plywood Boards, sizes up to 24" x 24"
* Plastic containers (5) 1 pint to 1 quart sizes with lids.
* Rubber gloves (If mixing and using glazes)
* Paper towels (as needed)
* Cloth towels
* Aprons or Overalls are strongly suggested.
* Closed Toe shoes are required.
* Throwing kit: includes a cutting wire, loop/trimming tool, tapered wood - trimmer, decorating tools, metal and wood ribs.
* Surform Shaver (#21-11S)
* Protective **N95** Dust Mask (For use in mixing, spraying clay and glazes, plaster)
* Brushes 1/8", 1/4", 1/2", 1", 1-1/2”
* 1 - One gallon bucket with handle
* 2 – Five gallon buckets with handles
* Spray-mister
* 12" ruler
* Calipers (optional)
* Sponges (elephant ear and other smooth sponges)
* Needle tool (Biology probe)
* Chamois cloth (optional)
* Plastic garbage bags
* Sketchbook/journal - 8 1/2" x 11"

**Projects / Critiques / Major Assignments**:

**THROWING PROJECTS – Pottery II:**

*To be completed in the following order:*

1) Set of **4** bowls (matching) No smaller than 8" in H” or W”

Make/find 2 new stamps.

2) **3** altered/thrown bowls 6" minimum; Use 3 different *altering* techniques (cutting, reshaping, faceting) **See handout.** Do research on altering. *Demos*.

3) **6** plates 3 small (7" or less) Do first.

3 Large (10" - 12"). **See Handout**

**PROJECTS 1, 2 & 3 MIDTERM REVIEW MARCH 6 - 8**

4) **3** cup & saucer combined sets . Can be 3 matching sets; different sets. Consider how your cup & saucer look and fit as a visual unit. Research cup & saucer combos.

5) **3** altered shape vessels forms Thrown, re-attached to slab base:

1 oval,1 square, and 1 rectangular vessel. Ask me and do research.

**FINAL CRITIQUES (No incomplete grades given). MAY 8 - 11.**

**Included with your assigned pots are the following requirements. Please Note*: These minimum requirements can be combined on any pottery forms.***

**2 pots** must have evident use of multiple color slips in their surface decoration.

**2 pots** must use the sgraffito technique (carving thru slip to reveal clay).

**2 pots** must include use of positive and negative ceramic stamps **\***

on their surfaces by using patterns and repetition.

**2 pots** must include faceting on their surface (Do research, see handout, & ask me).

**1 pot** must have surface covered with carved designs & **1** must have surface covered with multiple relief work.

You will need to make a serious effort to consider and explore numerous decorative possibilities, both those listed in your requirements and those which you will discover in your research. When needed,ask me for demos, technical advice, or questions concerning your class requirements during the semester. Evidence of craftsmanship, design and aesthetic solutions, and the developing skills in your work will be looked at for your midterm and final critiques. This will mean making additional pots beyond the minimum required numbers to achieve your best efforts for each of these assignments. It is recommended that you seek out greenware crits from me for each assignment, at least one class period prior to a Bisque firing.

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**Student Learning Outcomes: Pottery: THROWING III**

A series of projects focusing on the introduction and development of wheel throwing skills with clay, emphasizing the coordination, mastery and understanding of the potter’s wheel as a tool for forming clay. In conjunction with these skills, there will also be a continuing emphasis on the aesthetics and interdependence of shape and color in the finished object. All Projects will be assessed via discussion and critique.

1) Skills to balance, coordinate, and control the mechanics of the potter’s wheel simultaneously with the inherent nature of clay.

2) To be able to differentiate and blend the needs of function and form in the sketch to design to pottery wheel to post wheel finishing processes.

3) To continue the development of pottery wheel forming & decoration processes unique to clay.

4) To demonstrate a knowledge of glazes and their various application processes

5) To develop skills with the integration of color usage and pottery form.

6) To develop skills & knowledge of kiln loading, unloading, and firing processes

7) Skills and design ability to combine multiple and separate thrown forms together into new unique forms.

8) To understand the potential of the pottery wheel as a tool for forming clay.

**Requirements: (General)**

* Prerequisites: ART 3363 or college / portfolio equivalent credit.
* Students must follow all safety requirements listed below:

***Safety:***

* No open-toed shoes are allowed when working in the studio.
* A dusk mask is required when using sprayed or dry ceramic materials.
* Latex or rubber gloves are required for handling wet glazing materials.
* Follow all safety signs posted around classroom facility.

**Textbook / Course Materials:**

* No required Text (See syllabus attachment for suggested reference materials).

**POTTERS TOOLS / SUPPLIES Pottery III** (supplied by you)

* 2 Plywood Boards, sizes up to 24" x 24"
* Plastic containers (5) 1 pint to 1 quart sizes with lids.
* Rubber gloves (If mixing and using glazes)
* Paper towels (as needed)
* Cloth towels
* Aprons or Overalls are strongly suggested.
* Closed Toe shoes are required.
* Throwing kit: includes a cutting wire, loop/trimming tool, tapered wood - trimmer, decorating tools, metal and wood ribs.
* Surform Shaver (#21-115)
* Protective Dust Mask N95 (For use in mixing, spraying clay and glazes, plaster)
* Brushes 1/8", 1/4", 1/2", 1", 1-1/2”
* 1 - One gallon bucket with handle
* 2 – Five gallon buckets with handles
* Spray-mister
* 12" ruler
* Calipers (optional)
* Sponges (elephant ear and other smooth sponges)
* Needle tool (Biology probe)
* Chamois cloth (optional)
* Plastic garbage bags
* Sketchbook/journal - 8 1/2" x 11"

**Projects / Critiques / Major requirements:**

**THROWING III PROJECTS - 3RD SEMESTER:**

**To be completed in the following order:**

**1)** 3 pitchers with handles Different shapes and sizes.

See handout. Demo Two must be 8" or more in height.

**2)** 3 lidded forms with handles Pots need a good visual relationship

See handout. Demo between handles, lid, and pot

(3 different forms). No smaller than 5" in height, not including handle.

**3)** 3 teapot forms w/handles: 3 different forms. See handout. 2 pulled & 1 extruded: No smaller than 5" in height not to include height of handles.

**PROJECTS 1, 2, & 3 FINISHED AND COMPLETED MARCH 6 - 8**

**4)** 3 goblet forms: To be made from at least 2 thrown parts.

See handout. Research shapes. No smaller than 6" high.

**5)** 3 forms: each made by the attaching No smaller than 18" high.

of different thrown parts.

**6)** 1 Sake bottle w/ 4 sake cups Bottle 6” or more. (Do research)

Presented on Clay slab built add: Foot/base. Research Japanese sake servers.

**FINAL CRITIQUES (No incomplete grades will be given) MAY 8-11.**

Included with your assigned pots are the following requirements. Please Note:

These minimum requirements can be combined on any vessel form.

2 pots must use faceting on their surface.

2 pots must incorporate carved patterns into their surfaces.

2 pots must use slips in their decoration.

2 pots must show use of stamp designs on their surfaces.

You will need to make a serious effort to consider and explore numerous decorative possibilities, both those listed in your requirements and those which you will discover in your research. When needed, ask me for demos, technical advice, or questions concerning your class requirements during the semester. Evidence of craftsmanship, design and aesthetic solutions, and the developing skills in your work will be looked at for your midterm and final critiques. This will mean making additional pots beyond the minimum required numbers to achieve your best efforts for each of these assignments. It is recommended that you seek out greenware crits from me for each assignment, at least one class period prior to a Bisque firing.

**Kiln Requirements for all Advanced Clay Students:**

As part of your learning experience and class requirements, gas kilns and electric kilns are loaded, fired and unloaded by you, the advanced students. Kiln responsibilities are divided into three processes/activities and are signed up for at kiln meetings during class. You MUST sign up and be directly involved in the 1)loading, 2) firing, and 3) unloading of at least four firings or any combination of 1) loading, 2) firing, or 3) unloading for a minimum total of 8 substantial kiln processes (known as kiln credits). Each 2 additional kiln credits will be considered as extra credit and raise your grade 5%. High temperature glaze firings are usually loaded and fired by those students involved in High temperature glaze surfaces. High temperature firings are only done in the gas kilns. Students may sign up for both electric and gas kiln firings. A kiln log and signup sheet will be kept for each firing to record what type of firing, the schedule of the firing and who is involved. *Involvement in less than the minimum 8 kiln processes will lower your grade one level.*

**LAST DAY TO WORK WET APRIL 12**

**LAST BISQUE APRIL 19**

**LAST HI FIRE MAY 1**

**LAST RAKU MAY 3**

**LAST LOW FIRE MAY 3**

**LAST LUSTER/CHINA PAINT/DECAL MAY 4**

**GRADE EVALUATION CRITERIA for All ART 4343 Syllabi:**

**1)** Your regular attendance in class is expected and required.

**a)** Although it may not appear as such, I do take roll every class.

In addition, the faculty are required by the University to

record the semester's absence totals on each students grade report.

**b)** Class starts at 2:00 PM. Please be here on time.

**c)** Use this time to involve yourselves in the work that is related to

this class and its’ goals and requirements.

**d)** Four absences, excused or not, will lower your grade one level.

Six absences, excused or not, will lower your grade two levels.

Eight absences, excused or not, will lower your grade three levels

Three tardies will count as one absence. Tardies = arriving late/leaving early.

Excessive absences may result in a failing grade or make it necessary to drop the class upon consultation with the instructor. Any emergency situations should always be discussed with your instructor.

**2)** The level of exploration, experimentation, and commitment given by you to each of your clay projects. This is visibly evident at critiques. Students are responsible for and encouraged to seek advice and help.

**3)** All assigned projects (and/or independent study contracts) completed for their respective critiques listed on the syllabus. Completed means to the final state beyond bisque. For example: glazed, glazed/painted, painted… Incomplete work at critiques will lower your overall grade one letter or more depending on the amount of incomplete works. Missing a critique or having no work ready at critique may result in a failing grade.

**4)** Your full participation in all aspects of the kiln loading and firing processes. Please note the minimum requirements on kiln responsibilities stated in your syllabus. Not meeting these requirements will lower your grade one level.

**5)** Any extra related work and research completed or explored beyond your assigned projects.

**6)** Your participation in daily cleanup of: 1)your work areas; 2) the mess and residue you create where you work or 3) when you load & unload kilns, or 4) when you glaze/spray your projects and 5) at the end of the semester required cleanup (10% of grade).

***7)*** Read Thoughts/Insights on My Teaching Philosophy as handout on first day of class .

**8)** Students are expected to keep track of their performance throughout the semester and seek guidance from the instructor if their performance drops below satisfactory levels.

**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/>).

**Americans with Disabilities Act:** The University of Texas at Arlington 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)*. 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 that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. 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) or by calling the Office for Students with Disabilities at (817) 272-3364.

**Academic Integrity:** Students enrolled in this course 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.*

Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.

**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, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. 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 [www.uta.edu/resources](http://www.uta.edu/resources).

**E-Culture Policy:** 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>.

**Final Review Week:** 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. Classes are held as scheduled during this week and lectures and presentations may be given.

**Student Feedback Survey:** At the end of each term, students enrolled in classes shall be directed to complete a Student Feedback Survey (SFS). Students will be sent instructions on how to access SFS through MavMail. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is requires by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs> .

**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>.

**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/>

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students will exit the room by one of the two marked exits and move toward the nearest SAC exit if necessary. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

**Attendance:** 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. As the instructor of this section, read over the instructor’s attendance policy requirements. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.