Course Information

Basic Drawing I-Fall 2020 / ARTF 1302/ CRN 12212
Class Hours: 12:00 - 2:50 pm TR-Room 263 FOXA

Instructor Contact Information

Instructor: Manuel Guerra
E-mail: gumanuel@utep.edu
Office: 260A Fox Fine Art Center
Office Hours: Tuesday and Thursday 11:00-12:00 pm. Email your questions or concerns and I will respond to as soon as possible.
Office Phone: 915-747-7965
Mailing Address: Department of Art, Fox Fine Arts, UTEP, El Paso, Texas 79968

Instructor Introduction

Manuel Guerra is your instructor for this course. He holds three degrees including an Associate of Arts degree from El Paso Community College, a B.F.A degree from the University of Texas- El Paso and an M.F.A. from the State University of New York-Albany. As a studio artist, his work has been shown throughout the United States, Mexico, and Europe. His drawing and prints are included in museums and private collections.

Course Description

BASIC DRAWING 1: is a foundation course designed to prepare students for a career in art. Regardless of the previous art training you have received, this class should leave you off at a different point from where you started. This course emphasizes basic black and white drawing skills including proportion, scale, value and illusionistic space along with various compositional structures. Through a series of in class and out of class assignments, students will explore and demonstrate various drawing techniques. This class is currently classified as Face to Face, meeting one day a week. This allows for the classroom size limitations/restrictions and requires self-disciplined working alternate class days from your home.

Please note that if COVID-19 conditions deteriorate in the City of El Paso, all course and lab activities may be transitioned to remote delivery only.
Since this is an alternating class day course it is extremely important that you organize and discipline your creative, technical, and supply organization to best prepare for effective use of on-campus class time.

In order to successfully complete the amount of work due for this course students will need to devote a minimum of nine hours of work per week outside of class working on drawings in addition to the required three hours of in-class studio work.

Demonstrations will be held both on a scheduled and on an unscheduled basis as deemed necessary. Individual critiques will be held regularly during the semester. Your work and attendance are required at each critique along with your participation.

After Thanksgiving this course will transition to online content.

Course Goals and Objectives

This is a hands on art class in which you will be exposed to the basic principles of drawing. We will work from observation in order to translate three-dimensional objects and space onto a two-dimensional surface. Drawing is a way of seeing that should be developed in an increasingly personal way as the student works through the semester.

Course Outcomes

Develop hand and eye coordination.
 Develop skills to render a value drawing.
 Understand and incorporate design and composition theories.
 Analyze a work of art.
 Understand spatial organization.
 Experience a variety of traditional drawing materials.
 Develop a drawing vocabulary.
 Introduction to traditional and contemporary artist works.
 Develop confidence in their ability to draw.
 Learn creative thinking, problem solving, and critical analysis skills.
 Encouragement to develop an expression of individual art.

Course Requirements

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BLACKBOARD
Blackboard will be the primary method of communication. Items posted to Blackboard include: Course Syllabi, Course Calendar, Supply Lists, Assignments along with reference material, links, and instructional videos. Visit our class Blackboard site each at the beginning of class day and check for Announcements, updates and other important information. Blackboard is a most important assistant and reference to, but not a substitute for, Face to Face / Alternating Class Days.

Instructional Activities
Demonstrations, discussions, lectures, presentations, peer interaction, lab and homework assignments or readings.

The Shared Studio:
Students are expected to clean up and store all personal belongings at the end of each class period. Clean-up is extremely important, as the drawing studio is a community space that is in constant use.

Grading Procedures:
Assignments: Students will be given assignments or readings as preparation for, or that elaborate on the topics being used in class. They are expected to have assignments done on time and be prepared to present them to the class. Late assignments will be penalized by a lower grade.

Participation in Critiques and Class Time: Students will be expected participate and attend all critiques on time and have assigned work ready for each critique. Class time should be used effectively.

On Line Portfolio: All finished drawings should exhibit an understanding of formal qualities, content, and craftsmanship. The work should demonstrate an understanding of conceptual ideas discussed in class.

Grading Scale:
Students are expected to perform to the best of their abilities. Understanding that everyone will not be at the same level of performance, grades will be primarily assigned on an individual basis. However it is expected that students will exhibit abilities appropriate for this level. All grades will be based upon a professional evaluation of each student’s performance in regards to the following questions.

*Are your assignments evident of the energy necessary to produce your best work?
*Did you work at the highest level of maturity, discipline, and motivation?
*Did you complete all parts of your assignment by the due dates?*  
*Does your work demonstrate that you have fully comprehended and incorporated the material covered in class?*  
*Did you fully participate in class activities?*  
*Have you missed enough classes to affect your grade?*

**A= Outstanding performance.** This student has completed all assignments on time and has gone above and beyond the assignment requirements. This student has also pushed him or herself formally and conceptually.

**B= Good performance.** This student has completed all assignments on time and has done so in an above average manner, while exploring conceptual ideas.

**C= Satisfactory performance.** This student has completed all assignments and handed them in on time.

**D= Poor performance.** This student has failed to complete assignments on time and has not completed the minimum requirements of the class.

**F= Unacceptable performance.**

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**Critiques**

Formal and informal critiques will be held during the course of the semester. Students are expected to participate fully in class critiques both by offering constructive commentary to their peers and by later considering and applying discussed formal and substantial issues to their own work. Remember, when you examine and critique your work or the work of others, evaluate not just the aesthetic sensibility or the artistic achievement of the work (although you should consider these). Evaluate also:

**Description-** Answer the question, “What did I see?” In this stage you take an inventory of what is seen. This stage becomes an exercise is using precise descriptive language. Take time to see as much as you can. Read all of the text; inventory all of the imagery. Make a list; this forces you to slow down and notice things that might normally be missed. Avoid loaded words that reveal feelings or preferences. Note the audience for whom the work is intended.

**Analysis-** Answer the question, “How are things put together?” This stage takes the descriptive stage a step further by requiring the observer to analyze the make-up or composition of the work. Describe the relationships among the things you see. How do the forms affect or influence each other? What are the relationships? What are the shape relationships? What are the color and textural relationships?
Interpretation- Answer the question, “What is the work about?” In this stage you are asked to think about the meaning of the work; in other words, try to make a connection between what is seen and what the work is about. This stage must be based on the description and analysis stages. What ideas or concepts seem to sum up or unify all the separate traits of the work? How is the gaze of the viewer directed through the piece, and how does this influence the construction of the piece’s meaning?

Evaluation- Answer the question, “What do I think and why?” The stages end with evaluation, a conclusion regarding the success or failure of the work. An important point to remember is that personal preference is not the same as judgment. This stage requires that the viewer render an opinion regarding the work but that opinion must be defended or based upon what you have learned and written down in the previous stages. The issue is not whether you like the piece, but rather does the piece succeed on its own terms. Does it accomplish its own objectives? What is particularly strong? What should/could be stronger? How well will it work for its intended purpose and audience?

If possible, ask your peer about his/her goals, struggles, and influences. Your critique should help direct the strengths of the work toward the artist’s goals.

When your work is being criticized, remember:

- You can always learn from others. Make an effort to be as open as possible. Good advice should resonate with you as you develop in your studio practice; it is an opportunity to learn. Try to avoid deflecting comments.
- Most people have a hard time offering criticism. Hear criticism as the gift that it is.

Critique etiquette:

- **Don’t miss critiques!**
- Come to class ten minutes early on critique days, and set up your work before class starts.
- If you are late to critique, do not interrupt by setting up your work. We will review your work at the end of the critique session; you should remind the group if we are about to proceed without critiquing your work.
- Listen carefully to comments about your own work. Either take notes or have someone else take notes for you.
.listen to comments about the work of your peers (it probably applies to you too.)
✓ Contribute to the discussion honestly and thoughtfully.
✓ Don’t disrupt the critique with private conversations.
✓ Please keep in mind that a critique of your work is not a critique of you as an individual. The point of this class is to have fun and to increase your skill set in drawing.

Course Policies

Attendance is critical to class performance. You are expected to arrive on time and work through the entire class period. Attendance will be taken at each class meeting. **Students missing their assigned class, as set in course calendar, may not attend the other course schedule to make up for their absence.** All students will be allowed three absences, excused or unexcused. A total of four absences will lower the final grade a full letter grade. Extenuating circumstance such as incapacitating illness, military service, accident, or death in the immediate family should be supported by satisfactory documentation and will be dealt with on an individual basis. Students who have 3 absences before midterm must provide a medical excuse or they will be dropped after the 4th absence. Grades will be lowered by excessive absences and tardiness -- 4 absences - one grade lower (ex. A to B), two tardies = one absence. **Students will be dropped from the course on the fifth absence.**

NO TEXTING! Please turn off your cell phones before entering class. If because of an emergency situation, you must have your phone on, inform the instructor, put the phone on silent mode and exit if needed.

Music is not allowed during any instruction, lecture, or during critique. Students may listen to music at a low volume with headphones during any other class time as long as it does not disturb other students.

Incompletes, Withdrawals, Pass/Fail: Incompletes or “I” grades will be considered for students completing satisfactory or better work and having serious legitimate situations beyond their control requiring additional time to complete the course requirements. All “I” grades are at the discretion of the instructor and the approval of the Department chair. Withdrawals must be completed on or before the final date to drop a course with a “W”. Students missing this deadline will be issued a grade of an “F” for the semester.
SKETCHBOOKS: Each student should keep a sketchbook for drawing outside of class. Students will have a great deal of freedom in content of the sketchbooks. It is advised that students put about ½ hour to an hour per day in their sketchbooks outside of class.

RESEARCH: Students are expected to supplement in-class learning through exhibitions and the library. Art periodicals, drawing and technical books are essential to your visual education. Some suggested periodicals: Art in America, Arts Magazine, Art Week, Art Forum, Art Space, Art News, Art on Paper, Sculpture, New Art Examiner, Flash Art, Bomb, etc. You should at least spend 8 hours a month just browsing in the art stacks.

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<th>Materials and Personal Equipment</th>
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Materials should be brought to each class session - class time is not to be used to buy materials.

Supplies may be available at: The Art center (10% discount with student ID), UTEP Bookstore, Hobby Lobby/Michael’s, Office Depot, Office Max, Online, etc. **Additional materials may be required for specific assignments.**

<table>
<thead>
<tr>
<th>Portfolio</th>
<th>Sketchbook 8 ½ x 11/bigger</th>
<th>Pink pearl erasers</th>
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<tbody>
<tr>
<td></td>
<td>Newsprint 18 x 24</td>
<td>White mars erasers</td>
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<tr>
<td>Drawing</td>
<td>Drawing paper 18 x 24</td>
<td>Black Sharpie markers (various tips)</td>
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<tr>
<td>pencils</td>
<td>Graphite sticks (optional)</td>
<td>X-acto blade with blade #11</td>
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<tr>
<td>6B, 4B,</td>
<td>Charcoal pencils (soft, med.)</td>
<td>Metal ruler (at least 24&quot;)</td>
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<tr>
<td>2B, B</td>
<td>Charcoal sticks (soft)</td>
<td>Masking tape</td>
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<td>Vine/willow charcoal (soft, med.)</td>
<td>Art bin / box</td>
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<td>Black china markers</td>
<td>Cloth for charcoal</td>
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<td></td>
<td>White chalk, charcoal, or pastel</td>
<td>Workable Spray fixative</td>
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<td></td>
<td>Kneaded erasers (3-4)</td>
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Other Information:

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- Locker Sign-Up: Art Department Office (Rm. 350)
- In case of an emergency call the Campus Police at 747-5611 or dial 911

**University Policies**

**PLAGIARISM/ACADEMIC DISHONESTY STATEMENT**

Cheating/Plagiarism: Cheating is unethical and not acceptable. Plagiarism is using information or original wording in a paper without giving credit to the source of that information or wording; it is also not acceptable. Do not submit work under your name that you did not do yourself. You may not submit work for this class that you did for another class. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP catalog policy. Refer to http://www.utep.edu/dos/academic.htm for further information.

**DISABILITIES STATEMENT**

Disabilities: I will make any reasonable accommodations for students with limitations due to disabilities, including learning disabilities. Please see me personally before or after class in the first two weeks or make an appointment, to discuss any special needs you might have. If you have a documented disability and require specific accommodations, you will need to contact the Disabled Student Services Office in the East Union Bldg., Room 106 within the first two weeks of classes. The Disabled Student Services Office can also be reached in the following ways:

Web: http://www.utep.edu/dsso
Phone: (915) 747-5148 voice or TTY
E-Mail: dss@utep.edu

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COVID-19 Accommodations

Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. If you are not permitted on campus, you should contact me as soon as possible so we can arrange necessary and appropriate accommodations.

COVID-19 PRECAUTIONS

You must **STAY AT HOME** and **REPORT** if you:

1. have been diagnosed with COVID-19,
2. are experiencing COVID-19 symptoms, or
3. have had recent contact with a person who has received a positive coronavirus test.

Reports should be made at [screening.utep.edu](https://screening.utep.edu).

If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to [COVIDaction@utep.edu](mailto:COVIDaction@utep.edu).

For each day that you attend campus - for any reason - you must complete the questions on the UTEP screening website ([screening.utep.edu](https://screening.utep.edu)) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible. Students are advised to minimize the number of encounters with others to avoid infection.

Wear face coverings at all times when on campus. Designated on campus food areas are the only exception. You must wear a face covering over your nose and mouth at all times in this class. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 Health and Safety and Section 1.2.2.5 Disruptions in the UTEP Handbook of Operating Procedures.
SAFETY PROTOCOL

Safety protocols for our classroom are posted in the 263 Drawing classroom door and on Blackboard. They include but are not limited to the following:

Enter Fox Fine Arts at an entry that will give you the most direct route to FFA A263. Do not wander through the building or congregate in the hallways or outside of the classroom.

- Class attendance will be split so that half of the students will attend on Monday and the other half of students will attend on Wednesday.
- Open studio lab hours will be curtailed until the campus has achieved Medium Density.
- Students, Student Assistants, and Instructors are the only individuals permitted in the classroom. Absolutely no visitors.
- Follow signage indicating specific entry and exit doors and pathways.
- Do not wander through the building or congregate in the hallways or outside of the classroom.

Prior to class start:

- Instructor will wear mask at all times.
- Instructor will sign-in on Studio Sign-In-Out Sheet.
- Instructor will wash hands.
- Instructor will wipe down common shared surfaces: door handles, tables, sink, soap dispenser, paper towel dispenser, and shared class supplies/equipment with CDC approved bleach solution.
- Instructor will unlock and open double doors.

- Students will wear masks on campus at all times.
- Students upon studio entry will wash/disinfect hands.
- Students will use an alcohol wipe, provided outside of classrooms, to sanitize their chair, and worktable.
- Students will one by one retrieve in-progress work, personal tools and supplies and proceed to individually social-distanced workspace.
CAMPUS RESOURCES:

UTEP provides a variety of student services and support

Technology Resources
- **Help Desk**: Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, or website.

Academic Resources
- **UTEP Library**: Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.

Individual Resources
- **Military Student Success Center**: Assists personnel in any branch of service to reach their educational goals.
- **Center for Accommodations and Support Services**: Assists students with ADA-related accommodations for coursework, housing, and internships.
- **Counseling and Psychological Services**: Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.
With our Face to Face designation and class size limitation, half the class will come in on Monday and half the class on Wednesday. Students missing their assigned class, as set in course calendar, may not attend the other course schedule to make up for their absence. After Thanksgiving classes will be online. Calendar is subject to change.

**Fall 2020 Course Calendar**

**ARTF-1302-CRN-12212-Basic Drawing**
1-3:00-5:50 pm
(Last name A-L) will meet on Tuesday’s

**Tuesday’s Class: Basic Drawing 1**

Tuesday, August 25th: Intro / material and tools
Tuesday, September 1st: Assign. #1 & Demo
Tuesday, September 8:
Tuesday, September 15:
Tuesday, September 22:
Tuesday, September 29:
Tuesday, October 6:
Tuesday, October 13:
Tuesday, October 20:
Tuesday, October 27:
Tuesday, November 3:
Tuesday, November 10:
Tuesday, November 17:
Tuesday, November 24: Last class in person, continue online
Tuesday, December 1: online final portfolio due
**Tuesday, December 8:** online individual critique
Fall 2020 Course Calendar

ARTF-1302-CRN-12212-Basic Drawing 1-3:00-5:50 pm
(Last name M-V) will meet on Thursday’s

Thursday’s Class: Basic Drawing 1

Thursday, August 27th: Intro / material and tools
Thursday, September 3: Assign. #1 & Demo
Thursday, September 10:
Thursday, September 17:
Thursday, September 24:
Thursday, October 1:
Thursday, October 8:
Thursday, October 15:
Thursday, October 22:
Thursday, October 29:
Thursday, November 5:
Thursday, November 12:
Thursday, November 19:
Thursday, November 26: Last class in person, continue online
Thursday, December 1: online final portfolio due
**Thursday, December 10:** online Individual critique
Syllabus acknowledgement and course contract acceptance

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I have received and reviewed the attached syllabus for this course. I have had the opportunity to ask questions for clarification and I understand and agree to the conditions of this syllabus.

Name (print) ____________________________________________________________

UTEP Student ID# ______________________________________________________

Signature ______________________________________________________________

Date ____________________________________________________________________