

Professional Art Practices ART 3306

ART 3306-003 12971
MW 11:30 am-12:50 pm
LART 411

Hybrid: 50-85% Online Instructional Method
3.000 Credits

Instructor: John Dunn, Fox Fine Arts 456B
Email: Please use Blackboard Messaging System for all course related correspondence
Office Hours: Tuesday: 12:15 – 1:15 PM, or by appointment.

Posting of this content constitutes student acknowledgment and full understanding of course requirements as set forth and consent to meet all the requirements and conditions for successful completion of the course.

Objectives

Awareness, knowledge and tools for practical application so that artists can act on their own behalf (without paying good money for someone else to do it for them), and be a vital part of their own careers.

So that artists to understand how things work.

Reference: Getting Your Sh*t Together: The Ultimate Business Manual for Every Practicing Artist, 2nd Edition.

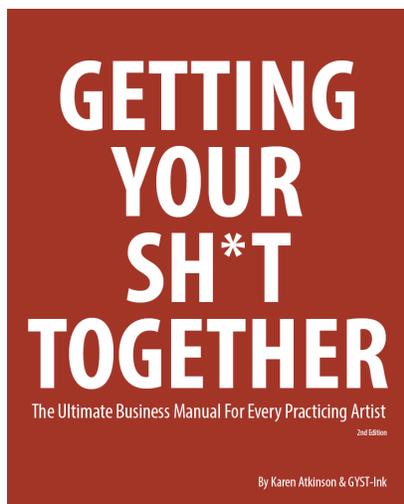
Class time will take on the setting of a Seminar / Workshop. Students and the instructor will work in a collaborative learning environment.

Course Expectations

1. You will be participating in a uniquely collaborative learning environment this semester. The creativity, integrity and commitment that you bring to this class will not only impact your final grade, but will also be indicative of the how you will conduct yourself as an arts professional in the future. Engage. Push yourself. Make it count. For yourself and the other artists who are in this class with you.

2. Students will demonstrate a resistance for premature assignment completion as exhibited through repeated attempts to rework and improve upon solutions.
3. Students will use critical thinking skills to research and identify essential assignment related instruction, manage assignment development, and exhaustively work to solve problems they may encounter, and in advance of requesting instructor help.
4. Students are required to think and respond creatively. You will need to be inspired, sift through this inspiration, and work toward identifying a personal creative point of view, both in your work and in writing. You will need to have an opinion about art / graphic design and about **your** work most specifically.
5. Students are required to be prepared to participate in class discussions. Ask questions. Share ideas. Be curious. Share your perspectives and experiences in a productive and supportive manner. Your thoughts and questions will provide the starting point for our discussions. If you're reluctant to speak up, please talk to me and we'll figure out a way for you to participate.
6. As in all university classes, events and extracurricular activities, students should observe the university code of conduct during discussions by being respectful of other students, their opinions, and by contributing to an atmosphere of collegial and collaborative learning in the classroom.

Required Reading



Getting Your Sh*t Together: The Ultimate Business Manual for Every Practicing Artist, 2nd Edition

Paperback: 424 pages

Publisher: CreateSpace Independent Publishing Platform; 2 edition (January 30, 2014)

ISBN-10: 1495392201

ISBN-13: 978-1495392207

The second edition of this book builds on GYST Ink's remarkable track record of educating artists of all kinds, from students just out of college, to artists late in their careers. This comprehensive and completely re-written book avoids touchy-feely anecdotes and cuts to the chase, delivering indispensable information every artist needs to know. The new edition provides updated, step-by-step advice on topics most artists wish they learned in school. The book covers archiving work, grant writing, contracts, budgets, résumés, cover letters, pricing work, shipping, gallery representation, networking, websites, mailing lists, fundraising, residencies and dozens of other subjects. The new edition also comes with updated worksheets, a robust reference section, and corresponding online tools that ensure no artist feels in the dark about what to do with her/his career. Whether you are a gallery-bound artist, public artist, emerging artist, hobbyist, crafts-person, student or a seasoned artist in need of a tune up, this manual was written for you.

This textbook is available in the UTEP Bookstore.



The Work of Art Toolkit: Business Skills for Artists

<https://springboardforthearts.org/professional-growth/work-of-art-program/>

Springboard's Work of Art: Business Skills for Artists is a professional development curriculum designed to teach business skills to artists in all disciplines — visual, performing and literary arts. Artists can take the whole series, customized combinations, or individual workshops that best suit their needs.

The Work of Art series has been taught by Springboard for the Arts at arts organizations, libraries and colleges in over 80 communities in the Upper Midwest, and replicated across the country by artists, arts organizations, and colleges and universities. After teaching the

workshops to thousands of artists, we decided that we could have our biggest impact by offering this resource as freely and widely as possible. Now the Work of Art Guide and Workbook are available for free digitally - fill out the form below to get yours, or you can purchase hard copies of the materials from Springboard for the Arts.

This textbook is available via UTEP Printing Services

Optional Reading

Austin Kleon, *Steal Like an Artist: 10 Things Nobody Told You About Being Creative*.

<http://amzn.to/2aNTWrZ>

Austin Kleon, *Show Your Work! 10 Ways to Share Your Creativity and Get Discovered*.

<http://amzn.to/2aAyRxl>

Vicki Krohn Amoroaw, *ART-WRITE: The Writing Guide for Visual Artists*.

<http://amzn.to/2jjkZzp>

Heather Darcy Bhandari, *ART/WORK: Everything You Need to Know (and Do) As You Pursue Your Art Career*. NOT IN BOOK STORE

<http://amzn.to/2iMnTfc>

Textbook is available in the UTEP Bookstore. Additionally a reading list of required articles will be provided. Required reading due dates will be assigned weekly in advance of class discussion.

Course Documentation Assignments

1. Personal assessment survey
2. Short and long term goals development
3. Personal obituary
4. Planning documentation
5. Digital portfolio
6. Analog portfolio
7. Elevator speech
8. Artist/Professional statement
9. Resume
10. Press Release
11. List of artist/designer websites of interest
12. Project proposal

13. Flickr image archive by category
14. Budget
15. Grant proposal package
16. Social media accounts
17. Class presentation

Course Documentation assignments will be submitted in two separate formats.

1. Completion of course workbook pages in both “Getting Your Sh*t Together” and “The Work of Art Toolkit”.
2. Blackboard assignment pages.

What you should expect from me as the Instructor

- I will provide clear instructions on class expectations.
- I will do all I can to ensure your success in this class.
- I will provide feedback on your performance in a timely manner.
- I will leave myself open to suggestions for improvement of the class.
- If any changes in the course are to be implemented, I will ensure that the class is notified in a timely manner.

Important Details

- No assignments will be accepted after the assigned due date and time without penalty, except for a documented serious personal illness or death in the immediate family.
- If the assignment is submitted on the due date, but after the hour due, 10 points will automatically be deducted from the final grade. 25 points will be deducted for submission one day later than the due date. No assignments will be accepted after that day.
- Cell phone use or monitoring during class is prohibited.
- If at anytime a student would like to discuss a grade on an individual assignment, they must send a statement via the Blackboard Messaging System to me explaining in detail their concern and proposed solution along with an assigned grade. The student must wait 24 hours after the grade has been delivered before sending this email. The instructor will respond within 48 hours, Monday – Friday.

I am here to help you! If you find yourself falling behind at any time, or need assistance, contact me immediately using the Blackboard Messaging System.

Attendance Policy

- Each student is permitted three absences during the term without penalty. Information missed during an absence is the sole responsibility of the student.
- Excused absences are defined as documented personal serious illness, death in the immediate family, or university sanctioned events with prior approval. Students arriving to class no later than 10 minutes after the attendance has been taken by the instructor, will be marked late. 2 late arrivals constitutes 1 full absence.
- Each unexcused absence after three will result in the final class grade being lowered a full letter grade. Consequently, a final grade of "A" becomes a "B" with four absences, a "C" with five absences, a "D" with six absences, an "F" with seven absences.

NOTE: This course is offered in the hybrid format. As such, students will not be required to attend class on specified days. Nevertheless, students should keep both weekly class meeting time slots clear in their schedule for the duration of the semester. It is recommended that students come to the classroom lab when there is not a required meeting to work on assignments.

Grading

A final letter grade will be assigned at the end of the term, based upon the total possible points according to the following scale:

A 90-100 Superior

Represents outstanding work reflective of effort and performance of exceptional ability and absolute quality.

B 80-89 Above Average

Represents effort and performance beyond the merely adequate.

C 70-79 Average

Represents adequate work.

D 60-69 Below Average

Represents inadequate work that falls below requirements and expectations.

F Below 60

Unacceptable performance, no credit given.

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Plagiarism/ Academic Dishonesty Statement

Cheating and Plagiarism: Cheating is unethical and unacceptable. Work done for this course should be done by you and by you alone. Plagiarism, which is the use of information or original wording in a paper without giving credit to the source of that information or wording, is not acceptable. Students should not submit work that 1) was not completed by the student him/herself or 2) that was created for another class. Cheating and plagiarizing, you will be subject to disciplinary action, per UTEP policy. Refer to: <http://www.utep.edu/dos/acadintg.htm> for further information. Any instances of cheating or plagiarism will be reported to the Dean of Students who will initiate disciplinary proceedings.

Student Resources

The Center for Accommodation and Support Services is located at Union Building East Room 106. It is open Monday thru Friday 8:00a.m.-5:00p.m. Phone:(915) 747-5148, email: cass@utep.edu .

On average, 350 students with disabilities attend classes at UTEP each semester. Each student will have a unique set of abilities and disabilities requiring unique accommodations. These accommodations may include but are not limited to:

- Extended time on examinations and quizzes
- Note-taking assistance and/or copies of notes
- Use of tape recorder in class
- Preferential seating in the classroom
- Alternative text in Braille or e-text format
- Alternate testing format, (i.e., oral vs. written)
- Sign Language Interpreter
- Scribes/Readers for tests
- Large print material
- Assistive Listening Device
- The freedom to change positions or take breaks in class
- Computer use in class

If you have a disability, illness, or special need that you feel would benefit from one of the above accommodations or services, please be certain to visit and register with the Center as soon as possible. Do not hesitate to make an appointment to speak to me about your concerns, share any special needs or get assistance.

University Writing Center: Your grade in this class is dependent on written assignments. It is important that these are well organized and well written. The University Writing Center (UWC) is an excellent resource for improving the effectiveness of your writing and the quality of your writing assignments. I highly encourage its use during the semester. The UWC provides individualized online and face-to-face writing assistance to all UTEP students, from freshman to graduate and among other things can help you:

- decide on the appropriate format for your writing
- brainstorm ideas and organize your thoughts
- find the right words to express yourself
- decide on the best way to revise your drafts
- learn how to correct grammatical errors
- document your sources

Their services are free for all UTEP students. They are located in the Library, room 227. You can call them at (915) 747-5112 or go to their website

<http://academics.utep.edu/Default.aspx?tabid=47508> which has their hours and satellite locations, along with a wide variety of writing resources of all kinds.

This syllabus is subject to change with prior notice. Last update: August 24, 2017