

Course Information

Basic Design I

ARTF 1301, CRN 11842, Section 001, Fall 2020

Class Hours: MW 8:30 am - 11:20 am, Room A256 FOXA

Instructor Contact Information

Instructor: Nabil Gonzalez

E-mail: nggonzalez@utep.edu

Office: A261 Fox Fine Art Bldg.

Office Hours: Monday and Wednesday 11:30 am - 12:30 pm. Email your questions or concerns and I will respond to as soon as possible.

Instructor Introduction

Nabil Gonzalez is your instructor for this course. She holds an Associate of Arts degree from El Paso Community College, a double BFA degree from the University of Texas at El Paso and an MFA degree from the Rhode Island School of Design. As a studio artist, Nabil's work has been focused on social and political views affecting the borderland as well as the exploration of identity, repetition and erasure. Her work has been shown throughout the United State, Mexico, Colombia and China. Her artist books and prints are included in museum collections in the United States.

Course Description

Basic Design I is a foundation level class structured for the needs of art majors who plan to pursue a career in art. Students are introduced to the visual elements and principles of design through slide lectures and demonstrations. The visual elements consist of: point and line; shape and mass; texture; light; color; and space. The principles of design include: unity and variety; balance; emphasis and focal point; proportion and scale; movement, stability and rhythm. Students will be expected to apply the concepts learned from the lectures and demonstrations to create 2-dimensional visual compositions. Students will advance from achromatic compositions to more advanced chromatic compositions. Classroom lectures will expand upon visual elements and principles of design to include straight, curved and implied line; geometric and organic shapes; positive and negative space; approximate symmetry, symmetrical, asymmetrical and radial balance; illusion of depth; simulated and actual texture; and color theory. The majority of class time will be spent working on assignments but outside time may be necessary to complete the work. Critiques will follow most major assignments for critical feedback from the instructor and fellow classmates.

Course Prerequisite Information

No prerequisites are required as this is the first design course offered within the structure of the foundation for a BFA or BA degree in art. It is suggested that students take ARTF 1302 concurrently with Design I.

Covid-19

This course requires that student's use the studio's working space. In order to assure safe social distancing, the class will be divided into two smaller classes of 9 students each. One class will meet on Mondays and the other will meet on Wednesdays. On days students are not scheduled to meet there will be a Blackboard online assignment. The following guidelines will be followed by all students during class

time. Failure to follow these rules will result in your removal from the class for the day. If these problems continue the student in question may be removed from the course.

- Students upon arriving to campus will wear masks and complete the UTEP Covid-19 screening questioner.
- Studio will be configured to insure 6 ft social distancing. Students are to maintain this 6 ft distancing at all times will working/moving around the studios.
- Students are highly encouraged to not share any materials. Always make sure you have all necessary materials with you.
- Students must be aware of the possible forced changes that are out of UTEP control and accept the syllabus as contract to that fact. This hybrid course may change to online course only at any time.

In the event the face-2-face instruction/open-campus is delayed or re-enacted I will continue online through Blackboard, and email. Class projects will change to better suit at home learning.

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. 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.

For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (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. 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 protocols being taken in our classroom are posted in the drawing classroom and on Blackboard. They include but are not limited to the following:

Protocol

Direct route for students to FFA A256

- Upon campus arrival, students will wear masks.
- Enter Fox Fine Arts at 2nd floor ramp exterior entrance between Wise Theater and Department of Art. Proceed left down the hall to FFA A256. Do not wander through building, curtail any time within the building to a minimum. Directly exit the building through the Critique Gallery doors at the end of the hall.

Prior to class start:

- Instructor will wear mask.
- Instructor will unlock and open doors.
- Instructor will wash hands.
- Instructor will wipe down all surfaces (door handles, tables, stools, sink and any shared class supplies) with CDC approved bleach solution.
- Students upon campus arrival, will wear masks.
- Students upon studio entry will wash/disinfect hands.

Class Operation:

- Maintain 6+ foot social distancing throughout the class period both while at working tables and when moving around the studio.
- Sink access will be monitored for single use only and cleaned with CDC approved bleach solution.
- Demonstrations can be done via Blackboard, Powerpoint digital projections in class or Youtube when necessary for assignments. No close quarter demonstrations will be used.
- Any materials needing cleaning will be done with CDC approved bleach solution.
- Unforeseen contact points will be monitored and added to protocol list as needed for cleaning.

After Class:

- Instructor will wash hands.
- Instructor will wipe down all surfaces (door handles, tables, stools, sink and any shared class supplies) with CDC approved bleach solution.
- Instructor will wash hands.
- Instructor will lock studio.

Course Goals and Objectives

- Development and understanding of the basic terminology of art and design.
- Development and understanding of good composition principles.
- Development and understanding of technical skills such as simple drawing, painting and cutting skills needed to render well composed 2-dimensional designs.
- Development of good craftsmanship and working habits needed to achieve these goals and objectives.

Course Outcomes

Students who complete the course will be able to:

- Create properly composed, well balanced 2-dimensional designs using various materials.
- Effectively use the visual elements in a composition and apply the principles of design for stronger, more creative and effective 2-dimensional artwork.
- Identify and recognize a well crafted piece of art.
- Be aware of various art movements and concepts through exposure to various artists and their works.
- Acquire a basic knowledge of art terminology to express their ideas verbally.

Course Requirements

**A detailed calendar will be given out the first week of classes

Students are expected to have a strong ethic, participate in class critiques, discussions, complete assignments on time, and become familiar with the language & terms applicable to the issues, history, and techniques of design.

Course Evaluation

Grading

Students grades will be determined by the amount of commitment, attendance, participation, punctuality, effort, and attitude put toward the design course. I take into account the physical condition of the work presented. All work should be clean, smudge free, and unwrinkled.

- All projects are weighted equally.
- **Late work will receive one letter grade lower. Ex. 1 day late = 1 letter grade lower, 2 days late = 2 letter grades lower, etc...**
- **If you can not meet the assignment deadline because of a documented serious illness, death in the immediate family, or University sanctioned events with prior approval please contact me ASAP nggonzalez@utep.edu.**
- **Work that is done solely without input from the instructor while in progress, will not be accepted.**
- **ALL ASSIGNMENT WILL BE SUBMITTED ON BLACKBOARD.**

Label files as follows: LastNameFirstName_Assignment#.jpg and

LastNameFirstName_Assignment#Detail.jpg

(ex. GonzalezNabil_Assignment1.jpg and GonzalezNabil_Assignment1Detail.jpg)

Grading consequences for poor participation and performance not specifically related to the evaluation of assignments will be applied at the discretion of the instructor.

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 represents outstanding work and is reflective of works and performance of exceptional ability and absolute quality.

B 80-89 stands for above average performance, going beyond expectation.

C 70-79 is for average and adequate work that fulfills requirements and expectations (the majority of students start at this level). This is the minimum grade required to continue on to the next art foundation course. Students will not receive a grade of "C" for just showing up to class or for turning work in on time.

D 60-69 represents less than average performance and is considered underachieved. Credit given.

F 60 & below is for unacceptable performance. The student will receive no credit.

**Graphic Design majors need to maintain an "C" average in order to continue on to ARTG 2306 Graphic Design 1: Computer Graphics.

Course Policies

- Students are permitted **3 absences** during the semester without penalty. Information missed during an absence is the sole responsibility of the student. **Students with more than 3 absences should consider dropping the course and retaking it at a time when the student can commit the proper attention to the course.**
- Excused absences are defined as documented serious illness, death in the immediate family, or University sanctioned events with prior approval.
- **Each absence after 3 will result in the final course grade being lowered a full letter grade. After 5 unexcused absences you should drop the course.**

- Late to class (ARRIVING AFTER THE ROLL IS TAKEN) constitutes one half of an absence. That is, 2 tardys = 1 unexcused absence.
- Coming to class **unprepared** (not having the required materials) or attending class and **not working** is **regarded and recorded as absent.**
- Coming to class late and returning late from a break will be recorded as a half absence. **2 half absences constitute 1 full absence.** Leaving class early without permission is regarded as a **full absence.**
- **NO TEXTING!** If student is found violating this policy a verbal warning will be given at first, if found violating policy a second time a half absence will be recorded for the day.
- **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.
- **If a student's cell phone rings during class , a half absence will be recorded for the day.** (Again if you anticipate a phone call relative to an emergency, bring this to my attention at the start of class.)
- 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. **NO NETFLIX, HULU, SOCIAL MEDIA (FACEBOOK, INSTAGRAM, SNAPCHAT) AND NO YOUTUBE.** If you wish to listen to music please use a music app that does not require your attention. If student is found violating this policy a verbal warning will be given at first, if found violating policy a second time a half absence will be recorded for the day.

Covid- 19 Health and Safety

- **When Faculty, Staff and Students are Required to Stay Home**

All faculty, staff and students are required to STAY HOME if they:

- (1) test positive COVID-19,
- (2) are experiencing symptoms related to COVID-19, or
- (3) were exposed to any individual who tested positive for COVID-19 within the last two weeks.

The CDC defines an "exposed person" as anyone who has had close contact (less than 6 feet for 15 minutes or more) with someone who has tested positive for COVID-19. The close contact with a COVID-19 positive individual must also have occurred within a specific window: 2 days *before* the COVID-19 positive individual's first positive test and *until* that same individual meets the criteria for discontinuing home isolation.

- **When Faculty, Staff and Students Must Self-Report**

All faculty, staff and students must REPORT if they:

- (1) test positive COVID-19,
- (2) are experiencing symptoms related to COVID-19, or
- (3) were exposed to any individual who tested positive for COVID-19 within the last two weeks.

The CDC defines an "exposed person" as anyone who has had close contact (less than 6 feet for 15 minutes or more) with someone who has tested positive for COVID-19. The close contact with a COVID-19 positive individual must also have occurred within a specific window: 2 days before the COVID-19 positive individual's first positive test and until that same individual meets the criteria for discontinuing home isolation.

- **How to Self-Report**

To make sure reports are tracked accurately, self-reports must be made to screening.utep.edu. Self-reporting will allow the University to provide guidance on how to prevent exposure to others, and provide the criteria and procedures required for returning to campus when appropriate. Information will be safeguarded and used only for supporting you and determining exposure of other faculty, staff and students.

- **What Faculty, Staff and Students Must Do Before Coming to Campus**

The web link, screening.utep.edu, which can be saved to a home screen on Apple or Android devices, includes daily screening questions.

All faculty, staff and students will use this link each day before coming to the UTEP campus. Upon completion of the daily screening questions, the page will tell them whether they are clear to proceed to campus or not. Using this tool will automatically send an email to your supervisor letting them know that you are or are not coming to work. If you report COVID-19 symptoms, the system also automatically reports to UTEP Environment, Health & Safety who will reach out to you directly with further instructions. Faculty, staff and student should comply with these instructions and any subsequent guidance that may be provided by Environmental Health & Safety (EH&S), Human Resources, the Dean of Students, or other university officials.

- **What to do when on Campus**

Each of us helps to build our collective commitment to use best health practices all the time.

Getting the basics right is the most important thing each of us can do to protect ourselves and each other.

It is everyone's responsibility to help keep our campus safe by following best practices when on campus, especially faculty, staff, and student leaders who are important role models. All faculty, staff, and students are required to

- Wear face coverings when in common areas of campus or when others are present,
- Maintain a minimum separation of six (6) feet between yourself and others, when possible, and arrange spaces to make this possible in almost all circumstances,
- Adhere to room/space limitations on number of occupants, and
- Wash hands frequently.

- **Syllabus Statement Regarding COVID-19 Accommodations:**

Students who use the screening application to report a positive COVID test, exposure or symptoms will not be allowed on campus and may need accommodations. If this occurs, you should contact your instructor as soon as possible so necessary accommodations can be made. If necessary please contact the Dean of Students' Office and the Center for Accommodation and Support Services (CASS), to help provide reasonable accommodations.

- **Compliance**

Because everyone's cooperation is needed to help prevent the spread of disease, repeated refusal to comply with this policy will be referred to the appropriate University official (Provost for faculty, Human Resources for staff, and Dean of Students for students) and may result in disciplinary action.

- **Student Responsibilities**

- Wear a mask at all times.
- Maintain 6 feet of separation at all times, including when conferencing with other students.

- Follow signage indicating specific entry and exit doors and pathways.
- Do not cluster in groups and keep hallways open.
- Wash hands and/or apply hand sanitizer prior to entering classroom and after leaving a classroom. Do not touch your face until you can wash hands.
- Use an alcohol wipe, provided outside of classrooms, to sanitize the area where you will be sitting.
- Follow faculty protocols for leaving and re-entering the classroom during the lecture.

- **Syllabus Statement Regarding COVID-19 Accommodations:**

Students who are considered high risk according to CDC guidelines and/or those who live with individuals who are considered high risk may contact CASS to discuss temporary accommodations for on-campus courses and activities.

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 Departmental Chair.

Students hold the **full responsibility for withdrawing from this course** if that procedure is elected.

Withdrawals must be **completed on or before the final drop date** to drop a course with a **W**. Students missing this deadline will be issued a grade for their performance in the course.

This is a grade-based course and is not available for audit or pass/fail options.

Materials and Personal Equipment

- Sketchbook (11"x14"),
- Metal Ruler – 24" (wood is not acceptable!)
- Drawing Pencils – (a small variety such as 5H, HB, 2B, 6B)
- Charcoal sticks
- Graphite sticks
- Rubber Cement
- Glue stick
- Elmers white glue or Tacky Glue (small bottle)
- Erasers –Pink Pearl, Mars White
- Rubber Cement Eraser or Gum Eraser
- Black and Grey Construction Paper (one pack of each, grey comes in a variety of shades)
- X-acto Knife with extra blades
- Utility knife (good quality)
- Black Sharpie Markers (a variety of tips such as fine and ultra fine)
- Compass
- Small color wheel
- Portfolio (Carrying kind)
- Small container to carry supplies
- Cutting surface – self-healing cutting mat 18" x 24"
- Liquitex Acrylic Paints 4 oz: Naphthol Crimson, Cadmium Red Medium Hue, Cadmium Yellow Medium, Cadmium Yellow Light, Phthalo Blue, Ultramarine Blue, Quinacridone Magenta (it is recommended that all paints are from the same brand)
- **Liquitex Acrylic Paints: Mars Black and Titanium White

- Acrylic paint brushes good quality (assortment)
- Palette (for mixing paints) (styrofoam plates are fine)
- Container for water
- Drafting Tape or Masking Tape (blue one works best)
- Scotch Magic tape
- Tracing Paper pad 19 x 24"
- Illustration board:(5) Canson Illustration Art Board 16 x 20"
- (2) Bristol Smooth board 19x24" 100 lb.

The following list will be provided by the department:

- Mat board white; 32"x40" (you may need to purchase an additional one for Final Assignment if you make a lot of mistakes)
- Acrylic Paints: Primary Yellow, Primary Blue, Primary Red, White, Black
- *1/2" Flat Paint Brush for Acrylic Paints

**Additional supplies may be needed.

Supplies may be available at: The Art Center, UTEP Bookstore, Hobby Lobby, Office Depot, Office Max, etc.

Lockers

Art students are allowed the use of lockers in the Art Department only. If students wish to use a locker the following process must take

- place lock on locker
- write locker number down and proceed to art office
- sign out locker in art office located on the 3rd floor of Fox Fine Arts Building

Plagiarism/Academic Dishonesty Statement

Cheating/Plagiarism: Cheating is unethical and not acceptable. Plagiarism is using imagery, information or original wording without giving credit to the source of that imagery, 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 an other class. If you are found cheating or plagiarizing, you will be subject to disciplinary action, per UTEP catalog policy. Refer to <http://www.utep.edu/dos/acadintg.htm> for further information.

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.

(classes with on-campus meetings) Students who are considered high risk according to CDC guidelines and/or those who live with individuals who are considered high risk may contact [Center for Accommodations and Support Services](#) (CASS) to discuss temporary accommodations for on-campus courses and activities.

Disabilities Statement

I will make any reasonable accommodations for students with limitations due to disabilities, including learning disabilities. Please contact me in the first week of class to discuss any special needs you might have. If you have a documented disability and require specific accommodations, you will need to contact

the Center for Accommodations and Support Services (CASS) Office in the East Union Bldg., Room 106 with in the first two week of classes. Center for Accommodations and Support Services (CASS) Office can also be reached in the following ways:

- Web: <https://www.utep.edu/student-affairs/cass/>
- Phone: (915)747-5148 voice or TTY
- Fax: (915)747-8712
- E-mail: cass@utep.edu

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.

Please sign and return

ARTF 1301 Syllabus acknowledgement and course contract acceptance

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

ARTF 1301 CRN CRN 11842, Section 001, Fall 2020

Name (print) _____

Signature _____

Date _____

UTEP Student ID # 800 _____