



UNIVERSITY OF CALGARY

FACULTY OF ARTS

DEPARTMENT OF ART

Professional Development, ART 397

Winter 2021

Fridays 8:30am-11:15am

***This course will be offered online, primarily synchronously with some asynchronous components (hybrid).**

Instructor: Heather Leier
Phone: 403-210-7897
Email: heather.leier@ucalgary.ca
Website: d2l
Office Hours: Tuesday 12pm-1pm by appointment

Course Description

Professional development activities, documentation and dissemination associated with working as a professional artist, including intellectual property, ethics, and the context of different art communities.

Prerequisites and/or Co-requisites

12 units of courses labelled Art at the 200 level or above.

Objectives of the Course

Students will:

- 1. Gain an understanding of career opportunities and art communities through their participation in lectures, discussions, and assignments.*
- 2. Understand the professional significance of developing an artist statement, biography, and curriculum vitae through participation in lectures and discussions and through the production of each of these documents. These documents will be original and specific to this course.*
- 3. Understand the role of grants and awards within the realm of contemporary art through participation in in-class activities and the production of a grant proposal including timeline and budget.*

4. *Demonstrate a comprehension of the significance of exhibition applications through the creation of an exhibition proposal including supporting documentation such as images.*
5. *Be introduced to best practices within the context of visual arts in Canada including ethics and intellectual property.*
6. *Plan for careers beyond their BFA by creating a “future plan” document that includes individual goals and first steps to achieving them.*
7. *Respectfully participate in our virtual classroom through the use of Zoom and d2L both independently and collaboratively.*

Textbooks and Readings

All resources will be posted to d2L.

Assignments and Evaluation

| | | |
|---------------------|-----|---|
| Artist Statement: | 15% | Due February 4th, 11:59am (250-500 words) |
| Biography: | 10% | Due February 4th, 11:59am (150-250 words) |
| Curriculum Vitae | 10% | Due February 4th, 11:59am |
| Grant Proposal | 25% | Due March 4th, 11:59am (approximately 1000 words) |
| Exhibition Proposal | 25% | Due March 25th, 11:59am (approximately 1000 words) |
| Future Plan | 15% | Due April 9th, 11:59am (250-500 words) |

*all assignments will be submitted via drop boxes on d2L

Writing

This course involves a series of short writing assignments. Approximate word counts for each project are listed above. At the discretion of the instructor, students may submit some assignments via audio or video file including the artist statement, biography, exhibition proposal, and future plan. Please contact the instructor directly, at least a week in advance of the project due date to discuss.

Students do not need to receive a passing grade on any particular component in order to pass the course as a whole.

It is up to each student to ensure that they are present in each lecture. In-class presentations will not be recorded. Should you miss any part of the class please make every effort to catch up on missed material and please contact the instructor.

Registrar Scheduled Final Exam – NO

Note: *It is the student's responsibility to keep a copy of or any relevant documentation regarding each submitted assignment.*

Late Assignment Policy

Students are encouraged to submit their assignments on time as meeting deadlines are an important part of maintaining a professional practice. Assignments that are submitted by the deadlines will be evaluated first while those submitted later will be evaluated afterwards.

Assignments that are more than 3 days late will receive a 5% reduction from the project grade.

Please contact the instructor as soon as possible should you require an extension on any project. Extensions will be granted at the discretion of the instructor.

Additional Information

N/A

Course Activities

A full course schedule will be posted to d2L. This course will involve lectures, discussions, workshops, and visits from professionals.

Grading Method and Grading Scale

| Percentage | Grade | G.P.V. | Grade Definition |
|------------|-------|--------|---|
| 96-100 | A+ | 4.0 | Outstanding |
| 90-95 | A | 4.0 | Excellent-superior performance, showing comprehensive understanding of subject matter. |
| 85-89 | A- | 3.7 | |
| 80-84 | B+ | 3.3 | |
| 75-79 | B | 3.0 | Good – clearly above average performance with knowledge of subject matter generally complete. |
| 70-74 | B- | 2.7 | |
| 65-69 | C+ | 2.3 | |
| 60-64 | C | 2.0 | Satisfactory – basic understanding of the subject matter. |
| 55-59 | C- | 1.7 | |
| 53-54 | D+ | 1.3 | |
| 50-52 | D | 1.0 | Minimal pass – marginal performance; generally insufficient preparation for subsequent courses in the same subject. |
| 0-49 | F | 0 | Fail – unsatisfactory performance or failure to meet course requirements. |

Internet and Electronic Communication Device Information

<https://ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Electronic-Resources-and-Information-Policy.pdf>

The use of electronic communication devices is implicit within this course. Please review

<https://elearn.ucalgary.ca/getting-started-with-zoom/>

to become acquainted with Zoom as well as <https://elearn.ucalgary.ca/category/d2l/student-resources/> to become acquainted with d2L.

Students are not permitted to record any synchronous course components including lectures and discussions. Some synchronous lectures may be recorded by the instructor. Students will be notified should a recording be taking place.

Please review the University of Calgary Zoom Guidelines which include the following:

“To help ensure Zoom sessions are private, do not share the zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor’s permission.”

“Participants are required to use names officially associated with their UCID (legal or preferred names listed in the student centre) when engaging in these activities.” Please contact the instructor via email if you have a preferred name that is not listed in the student centre.

Students are expected to participate fully in all synchronous and face-to-face learning. The use of electronic devices is permitted but should not be used in a way that is distracting to fellow learners.

Models N/A

Portfolios and Assignments

The Department of Art will not assume responsibility for lost or stolen portfolios or course work given to instructors for grading.

Studio Procedures

N/A

Academic Accommodations

The student accommodation policy can be found at <https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations>.

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities <https://ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Accommodation-for-Students-with-Disabilities-Procedure.pdf>

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor.

Academic Standing

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/f.html>

Deferral of Exams and Term work

It is possible to request a deferral of term work or final examination(s) for reasons of illness, accident, family or domestic affliction, or religious obligations. Please check with Enrolment Services if any of these issues make it impossible for you to sit an exam or finish term work by stated deadlines.

For more information about deferring a final exam go to <https://www.ucalgary.ca/registrar/exams/deferred-exams>

For more information about deferral of term work go to <http://www.ucalgary.ca/pubs/calendar/current/g-7.html>
https://www.ucalgary.ca/live-uc-ucalgary-site/sites/default/files/teams/14/deferred_termwork-feb-2020_revised.pdf

F.O.I.P.

For more information go to <https://www.ucalgary.ca/registrar/student-centre/privacy-policy>

Writing and Plagiarism

Writing skills are not exclusive to English courses and, in fact, should cross all disciplines. The University supports the belief that throughout their University careers, students should be taught how to write well so that when they graduate their writing abilities will be far above the minimal standards required at entrance. Consistent with this belief, students are expected to do a substantial amount of writing in their University courses and, where appropriate, members of faculty can and should use writing and the grading thereof as a factor in the evaluation of student work. The services provided by the Writing Support Services can be utilized by all undergraduate and graduate students who feel they require further assistance.

For more information go to <http://www.ucalgary.ca/ssc/writing-support>
or
<http://www.ucalgary.ca/pubs/calendar/current/e-2.html>

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. Visual art projects submitted for course credit must be produced by the

student specifically for this class. Students must not submit projects if credit has or will be provided for it in another class. This includes re-worked assignments from previous or concurrent courses, unless permission is provided in writing by the instructor. Additionally, the student is asked to be mindful of using visual sources from the internet, ensuring that that material is not derived from any on-line or other available source, and that appropriate copyright permission is granted, when required.

Campus Mental Health Resources

[SU Wellness Centre](#) and the [Campus Mental Health Strategy](#)

Campus Security and Safewalk

Call 220-5333 anytime. Help phones are located throughout campus, parking lots and elevators; they connect directly to Campus Security - in case of emergency, press the red button.

For more information go to <https://live-risk.ucalgary.ca/risk/campus-security/your-safety/safewalk>

Emergency Evacuation

For more information go to <https://www.ucalgary.ca/risk/emergency-management/evac-drills-assembly-points/assembly-points>

Ethics

Whenever you perform research with human participants (i.e., surveys, interviews or observation) as part of your university studies, you are responsible for following university research ethics guidelines. Your instructor must review and approve of your research plans and supervise your research.

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/e-5.html>

or

<https://www.ucalgary.ca/research/researchers/ethics-compliance/chreb>

Instructor Intellectual Property and Copyright Legislation

Course materials created by the instructor (including course outlines, presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the same course section and term may be allowed under fair dealing. Check with the instructor if you have any questions about sharing materials with classmates.

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://ucalgary.ca/legal-services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Material-Protected-by-Copyright-Policy.pdf>) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes, electronic versions of textbooks, etc.).

Students who use material protected by copyright in violation of this policy may be disciplined under the

Non-Academic Misconduct Policy.

Lockers

N.A.

Student Misconduct

For more information go to <http://www.ucalgary.ca/pubs/calendar/current/k.html>

Student Ombudsman

For more information go to <http://www.ucalgary.ca/ombuds/>

Student Union

For more information go to <http://www.su.ucalgary.ca/>

Faculty of Arts Program Advising and Student Information Resources

Have a question but not sure where to start? The Arts Students' Centre is your information resource for everything in the Faculty of Arts. Call us at 220-3580 or email us at ascarts@ucalgary.ca.

You can also visit the Faculty of Arts website at <http://arts.ucalgary.ca/undergraduate> which has detailed information on common academic concerns.

For program planning and advice, contact the Student Success Centre at 403-220-5881

For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at 210-ROCK [7625].