

# the Art Program portfolio reviews

University of Louisiana Monroe  
School of Visual and Performing Arts

Sophomore, Junior, Senior Portfolio Reviews are scheduled for

**Friday, April 3 and Friday, April 24.**

**The mandatory portfolio preparation seminar I for first-time review, will meet in Bry 204 at 9:30 am Friday, February 21, 2020.**

**The mandatory portfolio preparation seminar II for review 2 and 3, will meet in Bry 204 at 9:30 am Friday, February 28, 2020.**

**Failure to attend seminar will drop one letter grade from semester average.**

Announcements will be sent via Warhawks email.

Links to information on Student Portfolio Reviews including syllabus, schedule, the artist statement, sample faculty check sheet, and tips for oral presentation are on the home page of the art site <http://ulm.edu/art/>

***The review schedule is subject to alteration, please check your Warhawks email and the art web site regularly for information and updates prior to your review date.***

**READ THIS DOCUMENT AND CONTACT THE INSTRUCTOR IF YOU HAVE ANY QUESTIONS.**

## I. Contact Information

**Mr. Brian Fassett, Professor,**  
Stubbs 139a, 342-1378, [fassett@ulm.edu](mailto:fassett@ulm.edu)

### Office hours:

Mon. and Wed. 10:45am-12:30pm, 4:30-5pm.  
Tue. and Thur. 10:45am-12:30pm, or by appointment.

Mr. Fassett schedule and other information on the web at [ulm.edu/~fassett](http://ulm.edu/~fassett)

### Additional contact faculty:

**Mr. Cliff Tresner, Associate Professor,**  
Bry 208, 342-1385, email: [tresner@ulm.edu](mailto:tresner@ulm.edu)

**Dr. Joni Noble, Professor,**  
Stubbs 141, 342-1383, email: [noble@ulm.edu](mailto:noble@ulm.edu)

**Ms. Brooke Foy, Assistant Professor,**  
Bry 107, 342-1340, email: [foy@ulm.edu](mailto:foy@ulm.edu)

**Ms. Megan Smith, Instructor,**  
Bry 110, 342-1570, email: [mesmith@ulm.edu](mailto:mesmith@ulm.edu)

**A link to Portfolio Review information, requirements, and deadlines is on the art website: [ulm.edu/art](http://ulm.edu/art).**

## II. Course Description

3000. PORTFOLIO. 1 cr. Maximum 3 hrs. Presentation of work at the sophomore, junior and senior levels of art leading to a professional quality portfolio upon graduation.

## III. Course Prerequisites

**Art 3000(1)** completed 33 credit hours of art. 12 hours devoted to Art 1001, Art 1002, Art, 1003, Art 1004, with the remaining 21 credits coming from art courses 2000 level and above.

**Art 3000(2)** completed Art 3000(1) and 51 to 60 credit hours of art.

**Art 3000(3)** completed Art 3000(2), scheduled for the semester of graduation.

## IV. Course Objectives and Outcomes

These reviews will evaluate the quality of your portfolio as well as your knowledge, ability, and commitment to complete the requirements for the B.F.A. Degree. Art majors are formally admitted to the B.F.A. program following successful completion of the first Art 3000 portfolio course.

Formal portfolio review encourages art majors to develop, build, and maintain a quality portfolio of original personal visual samples culminating in the submission of a quality **art concentration portfolio** upon graduation. Portfolio review is a mechanism for art faculty to monitor, assess, and report on individual student artistic progress at the sophomore, junior, and senior level.

It is expected that each portfolio review will see representative samples of all **“ALL”** art related activity since the last review whether assigned, unassigned, independent, or freelance.

## V. Course Topics

- portfolio content.
- portfolio care.
- critical thinking/critical review, responding to criticism.
- talking about art.
- the artist statement.
- portfolio presentation.

## VI. Instructional Methods and Activities

Some assigned reading. Group discussion/critique/seminar as well as individual conferences with art concentration advisors.

Formal Portfolio Presentation to art faculty for evaluation.

## VII. Evaluation and Grade

### Assignment

See sample of portfolio evaluation check sheet link at <http://ulm.edu/art/>

**YOU must make a brief oral presentation**, no longer than 3 minutes, about your portfolio, self, followed by a discussion with Art Faculty.

Your **Art 3000 course grade\*** will be based on the average of grade recommendations by art

faculty. The compiled faculty rankings will be available to you the week following review.

Art majors are formally admitted to the BFA program following successful completion of the first Art 3000 portfolio review. **A “C” grade or better in each Art 3000 course is a requirement for graduation.** A BFA degree candidate is expected to make good grades in the concentration. **The “C” grade is not a “good grade.”** It is passing, but does not

indicate competitive professionalism. The “B” grade is a good grade. The “A” grade is better.

### \*Graduating senior Grades

75% of a graduating senior’s Art 3000 course grade is based on faculty evaluation of

### the Digital Concentration Portfolio

submitted to the Art Program office. The remaining 25% is the semester grade average from the scheduled third review.

**The Digital Concentration Portfolio** is different from the portfolio shown at the third scheduled review. It is a limited and focused portfolio such as that presented when seeking employment, representation in art galleries, entering exhibitions, and making applications for graduate school, grants, etc.

Visit the Art web site <http://ulm.edu/art/> for a clear explanation of concentration portfolio expectations. Deliver the digital concentration portfolio on a USB flash drive **before noon, Wednesday, April 29**, to the Art Program office, glass anteroom.

*Write your name on the flash drive and place it in an envelope, clearly labeled as “Concentration Portfolio” with your name, concentration, semester and year of graduation.*

The digital concentration portfolio **will not** be returned.

**Plan ahead.** You should periodically photograph/save digital samples from your portfolio in order to have high quality samples whenever needed.

**Do not wait until the last minute** to request assistance or advice.

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**UNDERGRADUATE MID-TERM GRADES** are posted on-line for students to view via Banner. Mid-term grades indicate a student’s status at mid-semester only and do not indicate the final performance outcome of a student. Mid term grading occurs before the portfolio reviews so mid-term grades for this class will be listed as **C or in progress.**

*“Knowledge may give weight,  
but accomplishments give  
luster, and many more people  
see than weigh.”*



PHILIP DORMER STANHOPE,  
EARL OF CHESTERFIELD,  
1694 - 1773

### STUDENT E-MAIL

**username@warhawks.ulm.edu** for student email accounts. When conducting university business through email, faculty will use only a student’s warhawks account.

Also... the myULM portal (<http://my.ulm.edu>) will be the best way to receive important notices and to know about activities on campus.

### EMAIL NOTE

It is courteous and profoundly logical to include your name and CWID in the subject line of email to your professors.

## VIII. Class Policies and Procedures

At a minimum, all policies listed under university regulations in the current ULM Academic Catalog should be followed.

<http://catalog.ulm.edu/content.php?catoid=15&avoid=1925>

**Additional class policies include:**

### A. Textbook(s) and Materials

No textbook is required, additional topical reading and research is expected, materials will be provided or made available.

**B. Attendance Policy:** Since this is a TBA class with directed and focused attendance, much of the following general information may not specifically apply. However involvement, commitment, and participation are expected, including contact with major advisors.

#### STUDIO PARTICIPATION

**Studio art courses are interactive.**

Information and discovery pass from teacher to student, student to teacher, and student to student. This is how idea generation, critical thinking, and original thought are developed. The interactive aspect of art courses is disrupted by poor attendance, which impacts not only on the absent individual, but steals unrepeatable opportunity from those who are in attendance.

**You are expected to participate in class activity.**

#### UNIVERSITY ATTENDANCE POLICY

A record of unexcused absences exceeding 10%, or excused absences exceeding 20%, of the semester class days is unacceptable. **Any student who misses 25%** of the scheduled class sessions in any course may be dropped from the course with a grade of W if this condition occurs prior to the last day to drop a course or a grade of F after that date.

Any University-related activity requiring an absence from class will count as an absence when determining if a student has missed 25% of class meetings.

**STUDENTS ARE RESPONSIBLE** for the effect that absences have on all forms of evaluating course performance. Thus, **the student is responsible for arranging the allowed make up of any missed work.**

**EXCESSIVE ABSENCE WILL BE REPORTED** to the student's dean.

#### NOTE ON ATTENDANCE:

Attendance means: on time, full time, and quality time. Participation and contribution to, studio activity, discussion, and critique are expected. You should make every effort to

attend regularly or drop the course and repeat it at a later date.

#### INCOMPLETES:

It should be understood that it is the student's responsibility to complete course work within the framework of the semester. Not completing the course work does not guarantee the student's right to an "I" grade.

**A semester grade of incomplete** will only be given in cases of extreme emergency and will not be granted unless 75% of the course work has been satisfactorily completed.

#### C. Make-up Policy/late assignments, make-up procedures, etc.)

**NO MAKEUP** critiques or exercises without documented proof of a reasonable excuse. The student must request a make-up. The instructor will determine date/time and type of makeup.

**Academic Integrity:** Faculty and students must observe the published policy on **Academic Cheating and Plagiarism** in the university academic catalog

<http://catalog.ulm.edu/content.php?catoid=15&avoid=1925>

#### PLAGIARISM

Design is an eclectic activity. Design solutions are derived from the stimulus of many diverse sources. However, the act of knowingly presenting someone else's work as your own is unethical, often illegal, and will not be tolerated.

A good artist integrates experience. Students are encouraged to apply experience and accomplishment gained from other courses. However, submitting the same work to two or more classes is an unethical bypass of course objectives and will not be tolerated.

**D. Course Evaluation Policy:** in order to promote and maintain teaching excellence, students are expected to complete the on-line course evaluations for enrolled courses. Web links are posted near the end of each semester.

**E. Student Services:** Many Student Services are available at ULM

#### Special Needs

<http://ulm.edu/counselingcenter/special.htm>

The University of Louisiana Monroe strives to serve students with special needs through compliance with Sections 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. These laws mandate that postsecondary institutions provide equal access to programs and services for students with disabilities without creating changes to the essential elements of the curriculum. While students with special needs are expected to meet our institution's academic standards, they are given the opportunity to fulfill learner outcomes in alternative ways. Examples of accommodations may include, but are not limited to, testing accommodations (oral testing, extended time for exams), interpreters,

relocation of inaccessible classrooms, permission to audiotape lectures, note-taking assistance, and course substitutions.

**If you need accommodation** because of a known or suspected disability, you should contact the director for disabled student services at:

**318-342-5220**, Fax: 318-342-5228

**Walk In: ULM Counseling Center**

1140 University Avenue

(building and room are mobility impaired accessible).

#### **Student Affairs**

<http://ulm.edu/studentaffairs/>

#### **Student Success Center**

<http://ulm.edu/studentsuccess/>

#### **Counseling Center**

<http://ulm.edu/counselingcenter/>

#### **Mental Wellness on the ULM Campus**

If you are having any emotional, behavioral, or social problems, and would like to talk with a caring, concerned professional please call one of the following numbers:

The ULM Counseling Center 342-5220

The Marriage and Family Therapy Clinic 342-9797

The Community Counseling Center 342-1263

Remember that all services are offered free to students, and all are strictly confidential.

#### **Student Health Services**

<http://ulm.edu/shs/>

#### **Library**

<http://ulm.edu/library/>

#### **Computing Center Help Desk**

<http://ulm.edu/computingcenter/helpdesk>

#### **Title IX – Sex Discrimination**

<http://ulm.edu/titleix/>

#### **Title IX of the Education Amendment Act of 1972**

prohibits sex discrimination against any participant in an educational program or activity that receives federal funds, including federal loans and grants. Furthermore, Title IX prohibits sex discrimination to include sexual misconduct, sexual violence, sexual harassment and retaliation. If you encounter unlawful sexual harassment or gender-based discrimination, please contact Student Services at **318 342 5230** or to file a complaint, visit <http://ulm.edu/titleix/>

**F. Emergency Procedures:** ULM has an outstanding Police Department available at all hours. For **On-Campus Emergency: 1-911**. Non-emergency: **342-5350**. Other creative initiatives: crime prevention program, fire, Internet, and travel safety, are available from the web site: **University Police** <http://ulm.edu/police/>

#### **G. Discipline/Course Specific Policies:**

##### **UNIVERSITY CELL PHONE POLICY**

Cell phones should be turned off, or set to vibrate only, when in academic buildings (including the University Library) and may be used only in restrooms, group study rooms, and offices. Text messaging may be used throughout the Library (with the exception of the classrooms) provided that no audible sound is used to notify the recipients.

**All people carrying cell phones into a classroom, laboratory, or clinic** must turn off and store (e.g., in a backpack, purse, phone holster, or other similar item) their phones prior to entering the room. Cell phones are not allowed on desk or table tops. If there is an extenuating circumstance that requires the cell phone to be on during a class, the student must obtain permission from the instructor prior to the beginning of class and must operate the phone in a silent (vibrate only) mode. Each instructor may further restrict the use of cell phones in class and may determine the consequences for violations of this policy.

People who violate this cell phone use policy may be asked to leave the building.

##### **STUDIO ENVIRONMENT**

The Art Program endeavors to supply clean, appropriately equipped work areas for the creation of student art. **Please clean up your work area** so that it will be ready for students in following classes.

Please report equipment or facilities in need of attention, replacement, or repair to the professor in charge or the Art Program office, Bry 113, phone: 342-1375.

#### **IX. Tentative Course Schedule**

See review schedule on the web link at <http://ulm.edu/art/>

**Please double check date and time in advance of your review.**