



**Center of Excellence for Visual and Performing Arts
Visual Art**

<https://www.hccs.edu/centers/visual--performing-arts/>

ARTS 1301: Art Appreciation | Lecture | #12134

Spring 2020 | 16 Weeks (01.21.2020-05.14.2020)

Eagle Online (Canvas) | <https://www.eagleonline.hccs.edu>

3 Credit Hours | 48 hours per semester

Instructor Contact Information

Instructor:	Prof. Gina Miceli-Hoffman	Office Phone:	713-718-5757
Office:	230	Office Hours:	By Appointment Only
HCC Email:	gina.miceli-hoffman@hccs.edu	Office Location:	Katy Campus

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear the concerns and to discuss course topics. If you have a question about an assignment, please contact me well-in-advance of assignment due date so that I can be of assistance, to you, in a timely manner.

Instructor's Preferred Method of Contact

Professor contact is made through e-mail only. I prefer that you contact me by using the "In-Box" located within Eagle Online Canvas (for course archival purposes). You can also contact me by HCCS "e-mail" (gina.miceli-hoffman@hccs.edu). I will reply to your message, by e-mail, within 24-48 hours; Monday – Thursday (not on weekends & holidays). I will reply to weekend messages during weekdays.

Students are required to use their HCCS e-mail account when corresponding with HCCS instructors, as well as within the online course supplement (Eagle Online/"Canvas"). Include the Course Name, Number, CRN (Art 1301-12134) and key word (i.e. Assignment #1;Grade; Mid-Term Question; Absence ...) within the Subject Line of each e-mail correspondence, along with official first and last name. Due to security issues, messages received from an e-mail address other than that of HCCS, or missing this pertinent required information, will be deleted - thus not read by your instructor. Attachments must be in the following formats (.pdf, .rtf, .doc or docx, .ppt or .pptx, or .jpeg).

Once the course has ended, correspondence should be sent directly to my HCCS e-mail address (not Canvas "In-Box").

What's Exciting About This Course

This introduction to the Visual Arts is a global investigation of artistic styles, methods of artistic production and media. Various works will be analyzed and defined in relation to the formal elements and the principles of design. Universal themes are studied within their historical, political, economic, theological, sociological, conceptual, and ethnic contexts. Students will also develop critical thinking and observational skills through the creation of hands-on art projects.

My Personal Welcome

Welcome to Art Appreciation -- I'm delighted that you have chosen this course. I will present course information in an exciting way, which includes diverse interactive, independent, and collaborative activities. My goal is for you to grasp concepts and apply them now, as well as inspire you to utilize this information throughout your life. As you wrestle with new ideas and facts that may challenge you, make sure you take advantage of the course "Chat" session, as well as "Ask HCC" Online. The fastest way to reach me is through my HCCS e-mail (which can be submitted to me through our Eagle Online course supplement). I will be checking on your progress, regularly, and try my best to respond to e-mail messages within 24-48 hours (M-TR; not on the weekends or holidays). My goal is for you to leave this course with a better understanding of, and appreciation for, the Visual Arts. Enjoy your journey this semester. Welcome to the Course!

Prerequisites and/or Co-Requisites

Must be placed into college-level reading or into college-level writing. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

Canvas Learning Management System

This section of ARTS 1301 uses Eagle Online "Canvas" <https://eagleonline.hccs.edu> as a repository for access to course content information, materials, announcements, activities, discussions, and grade book. You are responsible for accessing the course online site, regularly, which includes maintaining access to the Internet and required software. HCCS Open Lab locations can be used to access the internet and Eagle Online Canvas. It is recommended that you use FIREFOX OR CHROME as your browser.

HCC Online Information and Policies

Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <http://www.hccs.edu/online/>

Scoring Rubrics, Sample Assignments, etc.

Access our Eagle Online ("Canvas") supplementary site for assignments, samples of class assignments, rubrics, and additional information designed to assist you in the course. <https://eagleonline.hccs.edu/login/ldap>

Instructional Materials

Textbook Information



Highly Recommended (not required):

Sayre, Henry M. *A World of Art*, 8th edition. Diverse versions available (digital, notebook style, used...). You are expected to bring either the course textbook, or computer technology with Internet access, to each scheduled class meeting to complete activities, assignments, discussions, or take notes.

Visit HCCS Bookstore or Eagle Online Course Supplement (<https://eagleonline.hccs.edu>) for course textbook purchase. You can also refer to credible online resources, although you are required to cite your sources for assignments, activities, and discussions. Note: We are not using "Revel" in this course, although it's an option - for a fee. You'll need to purchase a brand new textbook to obtain the "Revel" key code, and then access publisher's link featured in our Eagle Online ("Canvas") Course Supplement. This source is useful, but not required.

Other Instructional Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

Course Overview

ARTS 1301 is a general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts (ACGM).

Core Curriculum Objectives (CCOs)

ARTS 1301 satisfies the creative arts requirement in the HCCS core curriculum. The HCCS Visual Art Program Committee has specified that the course address the following core objectives:

Critical Thinking: [HCC: to include creative thinking, innovation, inquiry and analysis, synthesis of information]

Art Appreciation is an investigation and analysis of the styles and modes of artistic production from prehistoric times to our own. Through the study of artistic media, universal themes are explored, and students will develop an appreciation for the creative process as one that represents an evolving synthesis of cultural, personal, and technological influences. Assessment of critical thinking in course work will count for no less than 10% of the final grade.

Communication Skills: [HCC: to include effective development, interpretation and expression of ideas through written, oral, and visual communication]

Art Appreciation students will learn to interpret the language of visual communication through the study of selected artworks and creation of their own hands-on art project. Students will demonstrate effective writing skills as they fulfill instructor specific writing assignments. In addition, students will develop verbal communication skills as they participate in discussions, critiques and presentations throughout the semester. Assessment of verbal and written communication in course work will count for no less than 10% of the final grade and may be combined with other core assignments.

Teamwork: [HCC: to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal]

In Art Appreciation courses we use discussions, critiques, group assignments and hands-on art projects to analyze artistic production within various cultures and time periods. This exploration of culture through art allows students to connect with a variety of viewpoints and then exchange viewpoints with others. Students will demonstrate their ability to work effectively with others in class as they safely and responsibly manage shared media, tools, equipment and clean-up duties, as applicable. Each semester students will participate in at least one collaborative assignment designed to expand their experience in developing skills essential to working effectively with others to support a shared purpose or goal. Assessment of teamwork activities and assignments will count for no less than 10% of the final grade and may be combined with other core assignments.

Social Responsibility: [HCC: to include intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities]

By its very nature Art Appreciation is intercultural. As a subject it explores various historical, political, economic, theological, sociological, and ethnic contexts. Using this framework, students consider the community's responsibility in such issues as art destruction/defacement and restoration, art acquisition and public display, public funding of art and censorship. Students observe current events and how they influence or change art history, as new discoveries may change our perception about art. Students make use of the local art community (including museums, galleries, etc.) to augment their knowledge of and participation in their community. Assessment of social responsibility activities and assignments will count for no less than 10% of the final grade and may be combined with other core assignments.

Program Student Learning Outcomes (PSLOs)

Can be found at:

<http://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/art/>

Course Student Learning Outcomes (CSLOs)

Upon completion of ARTS 1301, the student will be able to:

1. Apply art terminology as it specifically relates to works of art.
2. Demonstrate knowledge of art elements and principles of design.
3. Differentiate between the processes and materials used in the production of various works of art.
4. Critically interpret and evaluate works of art.
5. Demonstrate an understanding of the impact of arts on culture.
6. Successfully collaborate on a curatorial **or** artistic project.

Learning Objectives

Learning Objectives for each CSLO can be found at <https://learning.hccs.edu/programs/art>

Student Success

Expect to spend at least three hours, each week, examining course content. Additional time might be required (dependent upon your knowledge & skill-set) to complete assignments and activities for this course. Students should log-in to the Eagle Online course supplement, frequently, to keep up to date with course announcements, materials, discussions, and grade book entries.

Successful completion of this course requires a combination of the following:

- Weekly Attendance (meeting dates T/TR, 8:00 –9:30 am)
- Weekly Access to Eagle Online (“Canvas”) Course Supplement Site
- Viewing E-Mail Messages, Course Announcements & Course Calendar
- Reading Course Content, Textbook and/or Online Sources
- Creating, Researching, Writing About, and Discussing the Visual Arts
- Familiarity with Academic Writing and Research Methods, as well as Formal Writing to Complete Assignments, Discuss Course Topics, and to Correspond with Students or Instructor (i.e.: do not use texting language, encryptions, slang, foreign language...)
- Submitting Assignments (in requested format & required location) By Due Dates/Times
- Actively Participating With Discussions
- Using the Eagle Online “Canvas” Course Supplement “Chat” room to seek assistance from peers (if and when necessary)
- Contacting Instructor Well-In-Advance of Scheduled Assignment Due Dates/Times (if and when necessary)
- Monitor Individual Course Progress & Keep Copies Of All Material Related to Course
- Maintain a Good Attitude & Time-Management Skills!

I use a variety of teaching methods (lecture, discussions, written assignments, hands-on projects, reviews, games, field trips, guest visitors, quizzes, exams, independent and collaborative assignments /activities, computer technology, research, critique...) designed to facilitate learning, address diverse learning styles, as well as incorporate application of course material. You will demonstrate what you have learned by completing assignments, as well as participating with educational activities and discussions. There isn’t a short-cut for success in this course; it requires attending course regularly, reading (as well as researching) course material, completing assignments on time, and participation with activities and discussions. You are expected to learn concepts, featured in this course, so that you can successfully complete assignments as well as effectively participate with class activities and discussions.

Good time-management skills are also imperative for successful completion of any course. Due to the nature of this course format, I do not accept late work; instead, extra-credit opportunities are offered throughout the semester.

I also take plagiarism very seriously—submit your own original ideas, in your own words, or you will receive a zero on assignments, activities, discussion forums, and/or possibly even fail the course. I can’t tell what you’ve learned if you use someone else’s work. Tip: Never copy and paste information, from online, directly into your document. Take research notes and then use this material to compose a typed document using your own words, thoughts, and ideas - then appropriately cite your sources. Use quotations, sparingly, in order to enhance your document. Refer to this online course supplement, as well as the following HCCS Library Link, for further details: http://library.hccs.edu/research_writing/plagiarism

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through lectures, hands-on art projects, activities, discussions and critiques
- Provide a clear description of projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up work
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange group work

As a student, it is your responsibility to:

- Participate in class, respect deadlines, and be prepared for each class meeting
- Use time wisely to focus on assignments, projects and exams
- Keep and organize copies of all materials, including the syllabus, articles, links, online resources, and completed assignments
- Frequently access & read HCCS e-mail, Course Announcements & Course Calendar
- Review course "Grades" link (including commentaries) to monitor your progress
- Respect class members, instructor, HCCS employees & HCCS property
- Be prepared for Peer Review/Critique: post completed assignments, on time, and be prepared to participate in the peer critique process when instructed to do so
- Be aware of, and comply with, academic honesty policies featured in the HCCS Student Handbook

Assignments, Exams, and Activities

Written Assignment

This course includes written assignments. You will complete at least 2000 words in a combination of written assignments over the course of the semester. Your grammar and spelling are important therefore obtain assistance from an HCCS tutor if needed.

Additional requirements for Honors students:

Honors students will write an additional 2,000 words. They will complete a project or oral presentation that shows a higher level of analytical thinking and satisfies the requirement of the honors contract

Exams

There are two multiple-choice exams featured in this course: A Mid-Term Exam and a Final Exam. Unannounced Quizzes are scheduled, periodically, for which students must be in class attendance to earn points.

Methods of Assessment/Evaluation may include: hands-on art projects, tests and quizzes which may include: definitions, matching, multiple choice, true/false, short answer, essay, lists; writing assignments, discussions and/or critiques; written papers including critiques, essays, analyses, reviews, research, comparing and contrasting artistic or design theories and art historical perspectives; service learning projects; presentations; group and/or individual projects; other methods as may be determined by individual instructors.

Class Activities

Throughout the Semester you will work independently, as well as collaboratively, to complete fun assignments, activities, and discussions. Assignments, quizzes, and discussions are not accepted late. For successful time-management, plan on submitting assignments prior to, or on, designated due dates. If you are going to be absent from class during which an assignment is due, a digital submission (.pdf, .rtf, .doc or docx, .ppt or .pptx or .jpeg files only) must be sent to my HCCS e-mail address by original scheduled due date/time. If you are participating with the HCCS disAbility Center, a formal letter from the department, to instructor, is required in advance of any accommodation request. A student requesting an extension or Incomplete in the course must contact the Dean of Visual Arts for approval due to certain school regulations and/or official documentation that must be filed.

Final Exam

There is a multiple-choice comprehensive Final Exam for this course. Refer to Course Syllabus and Course Calendar.

Grading Formula

Instructor Grading Criteria:

Assignments, Activities, Discussions and any additional course activities (added or modified) will be evaluated according to the following criteria:

- Adherence to all specific assignments, rubrics, course guidelines & scheduled deadlines
- Adherence to Netiquette, Writing, and Academic Research Guidelines
- Weekly Active Attendance & Participation (log-in a minimum of 1x weekly, submit assignments, complete quizzes & participate with discussions)
- Originality, Creativity, Communication, Collaboration, Critical Thinking, Social Responsibility & Visual Literacy Skills
- Appropriate application of terms, concepts, ideas featured in course
- Comparing/Contrasting Art (Media, Techniques, Themes, Styles, Characteristics, VE's/PD's, Function, Cultures...)
- Academic Writing and Research Skills (formal writing, formal correspondence, credible academic sources, appropriately citing sources, appropriately identifying visual images/art forms within assignments, appropriate use of MLA style...)
- Honesty: Submit your own work, cite sources, and don't plagiarize!

Grades:

- Grades are digitally (as well as manually) recorded within the HCCS Eagle Online ("Canvas") course grade book.
- Some grades are returned automatically generated. Those that are not automatically graded will be manually graded after assignment is submitted.
- Individual grades are accessible to students, during the term, via the course online grade book. It is a student's responsibility to monitor their course progress throughout the term.
- Each assignment is graded using a rubric with detailed assessment information
- This course is worth a total of 1,000 points. Your final course grade is calculated by dividing the total points earned by the total points possible (1,000).
- Please note that the Eagle Online "Canvas" Gradebook percentages column is often inaccurate, thus review your point totals, not Canvas derived "percentages".
- Extra Credit:
 - If and when extra credit is offered in this course, I highly suggest that you complete it; you may need the points if you miss an assignment, activity, discussion or score low points on any given item
 - If earned, extra credit is added to your overall number of points in the course
 - Extra credit must be submitted by scheduled due date and designated time frame to earn points
 - Any student who is absent more than the allotted amount issued will forfeit all extra credit points.

The HCC grading scale is:

A = 100 – 90	4 points per semester hour
B = 89 – 80	3 points per semester hour
C = 79 – 70	2 points per semester hour
D = 69 – 60	1 point per semester hour
59 and below =F	0 points per semester hour
FX	0 points per semester hour (Failure due to non-attendance)
IP (In Progress)	0 points per semester hour
W (Withdrawn)	0 points per semester hour
I (Incomplete)	0 points per semester hour
AUD (Audit)	0 points per semester hour

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses.

To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP", "W", "AUD", "COM" and "I" do not affect GPA.

The grade of "I" (Incomplete) is conditional. A student receiving an "I" must arrange with the instructor to complete the course work within six months of the end of the incomplete term. After the deadline, the "I" becomes an "F." Upon completion of the coursework, the grade will be entered as I/grade on the student transcript. All "I"s must be changed to grades prior to graduation.

Instructor's Final Grading Legend:

Assignments, Activities, Projects, Attendance & Participation	600 Points
Mid-Term Exam	200 Points
Final Exam	200 Points
Total	1000 Points

A	900 + Points
B	899-800 Points
C	799-700 Points
D	699-600 Points
F	599 & below

Grade Book:

Grades are manually recorded, as well as digitally recorded within the Eagle Online ("Canvas") online course gradebook. Individual grades are accessible to students during the term, via the course Eagle Online gradebook, when released. It is a student's responsibility to monitor their course progress throughout the term. All Eagle Online course contents are permanently recorded, archived for future reference by Instructor and/or HCCS Administration, and remain the legal property of HCCS, as well as Instructor of the course.

Important Notice:

1. Modified assignments are not issued in this course unless a student has provided required documentation from the HCCS disAbility Department. It is your responsibility to contact instructor for assignments distributed in your absence, as well as submitting completed assignments by scheduled due dates.
2. Modified Exams (Mid-Term & Final) are not issued in this course, unless a student has provided required documentation from the HCCS disAbility Department well-in-advance of exam dates.
3. Incompletes are not issued in this course unless deemed appropriate, and approved by Department Chair and/or Dean.
4. Periodically, unannounced Quizzes may be issued for extra credit points; students must be in attendance to earn extra-credit points. Make-up quizzes are not issued in this course.
5. Any student absent beyond allotted hours, per semester, will forfeit all extra-credit points earned throughout the semester.
6. Any student tardy (more than 20 minutes late) or leaving early will be marked absent.
7. Emergency situations are handled on an individual basis, require credible documentation, and subject to approval by instructor and/or Department Chair or Dean.
8. It is each student's responsibility to read Course Syllabus and submit a signed and dated Course Syllabus Contract to instructor of this course, by scheduled due date. A student who does not submit this contract is withdrawn from the course.
9. A student who is not in attendance by the Official Date of Record will automatically be withdrawn from the course.
10. A student who is withdrawn from the course will no longer have access to the Eagle Online ("Canvas") course supplement.

Incomplete Policy:

An "I" (Incomplete) is conditional. In order to receive a grade of Incomplete ("I"), a student must have completed at least 85% of the work in the course. A student must contact the Instructor to request an Incomplete, and the request must be approved by the Dean of Visual Arts Department. A student receiving an "I" must arrange with the instructor to complete the course work within six months of the end of the incomplete term. After the deadline, the "I" becomes an "F." Upon completion of the coursework, the grade will be entered as I/grade on the student transcript. All "I"s must be changed to grades prior to graduation. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

HCC Grading Scale can be found on this site under Academic Information:
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

Course Calendar

HCC Calendar: Spring 2020 Semester (16 Week DE Class)	
Classes Begin	➤ Tuesday, January 21, 2020
Last day for drop/add	➤ Jan 17 (prior to 4pm)
Official Date of Record (Automatic withdrawal if student doesn't actively participate with course prior to this date. Note: Start Here Quiz completion is also required)	➤ Feb. 03
Holidays and Breaks	<ul style="list-style-type: none"> ➤ Jan 20 (MLK Jr. Observance) ➤ Feb. 17 (President's Day) ➤ March 16-22 (Spring Break) ➤ April 10-12 (Spring Holiday)
Last day to drop classes with a grade of W	➤ April 06 (by 4pm)
Instruction ends	➤ May 10
Final examination	➤ Thurs., May 14, at 8:00 am

Class & Date	*Lectures / Topics / Exams ARTS 1301-12134 : Art Appreciation (Spring 2020) 16 Week Calendar- (T/TR, 8:00am-9:30 pm, Katy Campus, Room TBA)
Class 1 01/21 (TU)	Course Introduction & Syllabus
Class 2 01/23 (TR)	Chapter 1: A World of Art
Class 3 01/28 (TU)	Chapter 2: Developing Visual Literacy
Class 4 01/30 (TR)	Chapter's 21-27: Themes (Course Syllabus Contract Due)
Class 5 02/04 (TU)	Chapters' 3, 4, 5, 6: Visual Elements (Line, Shape, Space, Light, Color...)
Class 6 02/06 (TR)	Chapters' 3,4,5,6: Visual Elements
Class 7 02/11 (TU)	Chapters' 3,4,5,6: Visual Elements
Class 8 02/13 (TR)	Chapter 7: The Principles of Design
Class 9 02/18 (TU)	Chapter 7: The Principles of Design
Class 10 02/20 (TR)	Media & Techniques (Chapters' 8-13)
Class 11 02/25 (TU)	Media & Techniques (Chapters' 8-13)
Class 12 02/27 (TR)	Media & Techniques (Chapters' 8-13)
Class 13 03/03 (TU)	Media & Techniques (Chapters' 8-13)
Class 14 03/05 (TR)	Media & Techniques (Chapters' 8-13)
Class 15 03/10 (TU)	Mid-Term Review
Class 16 03/12 (TR)	MID-TERM EXAM (CHAPTERS' 1-13 & 21-27) Bring #2 pencil & scan-tron form
03/17 (TU)	SPRING BREAK
03/19 (TR)	SPRING BREAK
Class 17 03/24 (TU)	**CLASS CANCELLED DUE TO CAMPUS CLOSURE (COVID-19) Chapter 17: The Ancient World *Note: Chapters' 14 & 15 (Architecture & Design) are featured throughout this second half of the course.
Class 18 03/26 (TR)	*CLASS CANCELLED DUE TO CAMPUS CLOSURE (COVID -19) Chapter 17: The Ancient World
Class 19 03/31 (TU)	Chapter 17: The Ancient World
Class 20 04/02 (TR)	Chapter 18: The Age of Faith
Class 21 04/07 (TU)	Chapter 18: The Age of Faith
Class 24 04/09 (TR)	Chapter 19: The Renaissance through Baroque
Class 22 04/14 (TU)	Chapter 19: The Renaissance through Baroque
Class 23 04/16 (TR)	Chapter 20: The Eighteenth and Nineteenth Centuries
Class 24 04/21 (TU)	Chapter 20: The Eighteenth and Nineteenth Centuries
Class 25 04/23 (TR)	Chapter 20: The Eighteenth and Nineteenth Centuries
Class 26 04/28 (TU)	Chapter 21: From 1900 to the Present (20 th /21 st Centuries)
Class 27 04/30 (TR)	Chapter 21: From 1900 to the Present (20 th /21 st Centuries)
Class 28 05/05 (TU)	Chapter 21: From 1900 to the Present (20 th /21 st Centuries)
Class 29 05/07 (TR)	Final Exam Review
Class 30 05/14 (TR)	COMPREHENSIVE FINAL EXAM : Thursday, May 14, 2020 at 8:00 am (Bring #2 pencil & scan-tron form)

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

Instructor's Practices and Procedures

Missed Assignments

Late or make-up work is not accepted in this course. It's the student's responsibility to ensure that exams, assignments, activities, and discussion forums are completed and submitted by scheduled due dates & designated times. It's also the student's responsibility to contact instructor, well-in-advance of scheduled due dates, if they don't understand what is expected of them for an exam, assignment, activity, or discussion forum featured in this course. Students who do not submit assignments in appropriate format or location, and/or by scheduled due dates & time, will not earn points - which can result in a lower point total, being withdrawn from, or failing the course.

Student must provide instructor with official documentation from the HCCS disAbility Support Service Office for an extension or modification of an assignment or exam (well in advance of assignment or exam due date). In an emergency situation (you are in the hospital, under doctor's medical care and temporarily incapacitated, have a family emergency...) credible documentation must be provided to, and approved by, Instructor prior to granting an extension or modification of an assignment. Each case is handled on an individual basis. All work must be completed prior to end of term. If you are experiencing a serious issue that inhibits you from actively participating with this course, it's best to discuss your situation with the Dean of the Visual Arts Department. Dependent upon circumstances, you might be able to obtain either a "W" or Incomplete in the course - but be forewarned that there are strict rules concerning this chosen course of action, often requiring official documentation and approval by the Dean. All work is due prior to Final Exams week.

File Format Requirements:

For all attached documents submitted to instructor through either e-mail or Eagle Online (Canvas) students are expected to adhere to the following requirements:

1. Eagle Online/Canvas accepts only the following file formats:
 - a. .pdf, .rtf, .doc or docx, .ppt or .pptx , .jpeg (all less than 500 MB)
 - b. Documents submitted in an alternate format are not accepted due to program constraints. Students will be notified if, and when, Canvas accepts alternate file formats.
2. If I can't open a document, or it is not the accurate document, you will not earn points! Please review submissions immediately upon sending.
3. Upload PDF files: You should create pdf documents for uniformity, accessibility and security purposes. Since you can't change pdf files once created, it's best to first create your documents in a text editor (such as Microsoft Office Word), then convert to a .pdf file.
4. Requested File Format for Documents sent to instructor (Due to Course Record Management Issues):
 - a. Art1301-12134_Last Name, First Name_Assignment.pdf (or rtf, doc, docx, ppt, pptx...). Example: Art 1301-12134_Smith,John_Assignment#1.pdf
 - b. Include a Header (Class Number, Your Full Name, Assignment Title, Date) and Page Numbers in your document.

5. Create typed documents with 10, 11, or 12 Point Times New Roman Font/Font Size & 1" margins max. (College Required)
6. Use MLA Style parenthetical citations within document and/or MLA Footnote or Endnote format with all assignments (MLA is an easier format and discourages plagiarism). Include MLA Style Bibliography with all assignments - can be placed at the end of your document and should contain academic resource information, along with activated URL addresses, so that you don't plagiarize and everyone can access your research materials! Resource: http://library.hccs.edu/research_writing/plagiarism
7. Include clearly identified visual images for each visual example presented in your document: identify artist/culture, title, date, media, location, and activated URL address where you found each visual image - so you don't plagiarize and everyone can view your examples! If using the Canvas "Flickr" stock images, program allows user to type information under "attributes" when opening chosen image. Even if you find an image in a course textbook, you must include the image within your typed or posted document.
8. When attaching digital photographs within Eagle Online Canvas, be certain to only attach formats that Canvas allows within its program.
9. If I can't access an activated (hyperlinked) URL Address and/or visual image, you will lose, or not earn, points on an assignment.

Additional Course Requirements:

1. Recommended (not required) Textbooks: *A World of Art*, 8th Edition, Henry Sayre, Pearson/Prentice Hall, 2016.
 - a. A textbook is recommended (not required) at the beginning of the semester when classes begin, particularly if you are unfamiliar with Visual Arts vocabulary, concepts, ideas, and historical styles. A course textbook or computer technology with Internet access is required for each class meeting, unless otherwise noted.
 - b. Visit HCCS Bookstore, Local Bookstore, Library, or Eagle Online Course for ordering course textbook.
 - c. If you decide not to obtain course textbook, it's your responsibility to obtain accurate course information featured online (refer to instructor's material, academic educational online resources, as well as cite sources that you've consulted for each course assignment and/or discussion forum).
 - d. Be aware that online material might not include specific content featured in the course and/or course textbook, thus you may lose points on an assignment or discussion for inaccurate information.
 - e. We are not using publishers' ancillary material ("Revel"), although it's an option for students - for a fee (you'll need to purchase course codes/new textbook through the publisher...)
2. Art Supplies: A fun hands-on art project is featured in this course. Students are responsible for purchasing necessary supplies (approximately \$10.00 - \$20.00). Supply list is published within correlating Module.
3. Digital or Cell Phone Camera: Students are responsible for electronically uploading digital images and/or original photographs (inserted into requested format file documents (pdf, rtf, doc, docx, ppt, pptx...) or attached as jpeg files within assignment drop box. Students may need access to an electronic scanner, program, or service to scan imagery and convert images into a digital format for this course - often available at HCCS computer or library labs.
4. PDF File Reader: Instructor files (as well as student postings) are in the .pdf format; therefore, students will need access to a .pdf file reader (such as Adobe

Acrobat Reader).

5. File Compression Program: Extremely large files, 501 MB+, are not accepted in this course. Students may need access to a digital file compression/decompression program (such as WinZip) at the beginning of the Semester, if creating a file that is too large to be uploaded in Eagle Online. Note: Canvas only accepts certain file formats, therefore, please participate with the HCCS Canvas tutorials for further information.
6. Internet Browser: This course utilizes online materials, accessible only with access to an Internet Browser. For HCCS "Canvas" we highly recommend using Firefox or Google Chrome as your browser.
7. Microsoft Office Software: Currently, HCCS campuses are installed with Microsoft Office Software. You will need access to Microsoft Office Software and a PC or convert your MAC files to an accessible PC format. Note: pdf and .rtf files are the most accessible file formats.
8. Review HCCS Eagle Online (Canvas) Tutorials & Resources for additional information about computer technology requirements.

Lab Requirements Disclaimer: Students can expect to incur the cost of their own art supplies, approximating \$10.00 to \$20.00 (more or less) over the course of the semester. Most supplies can be found at discount or department stores (Walmart, Target, Dollar General...). Examples of art supplies that may be necessary for this course: glue, scissors, tape, craft paper, poster board, markers, colored pencils, modeling clay, drawing pencils, water color set...supply list to be distributed prior to assignments. Open Studio Schedule: Central Campus open studio hours (subject to change): M-TH: 8a.m – 9:30 pm; F-Sa: 8 am - 3:30 pm.

Health Safety Disclaimer: In this course, students will use diverse art media and techniques, and/or visit an art museum or gallery during the course of the semester. Certain art forms contain chemicals that may be hazardous to one's health. It is strongly advised that if you are pregnant, have respiratory difficulties, sensitivity to chemicals or art media (such as acrylic or oil paint, charcoal, glue, clay, tape...) or have hand or wrist problems, you should not stay enrolled in this course. Enrollment in this course is up to your discretion.

Insurance Disclaimer: The Fine Arts Department at Central College strongly recommends that all HCCS students carry some form of medical insurance to cover illness and injury, both on and off campus. Information regarding low-cost health insurance for students is available in the Fine Arts office. Under Texas state statute, HCCS is immune to liability in the event of accident or injury.

Course Disclaimer: Due to the nature of course content, some controversial themes, as well as nudity, will be featured in this class. If you feel uncomfortable with the course subject matter, it's your responsibility to withdrawal from the course. Guests and/or children are not allowed in the classroom environment.

If you are experiencing a serious issue that inhibits you from actively participating with this course, it's best to discuss your situation with the Dean of the Visual Arts Department. Dependent upon circumstances, you might be able to obtain either a "W" or Incomplete in the course – but be aware that there are strict rules concerning this chosen course of action, often requiring official documentation and approval by the Dean.

Academic Integrity

Students are expected to be familiar with the College's Policy on Academic Honesty, found in the catalog and student handbook. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty" includes, but is not limited to: cheating on a test, plagiarism, and collusion. Cheating on a test includes:

- Copying from another student's test paper;
- Using materials during a test that are not authorized by the person giving the test;
- Collaborating with another student during a test without authority;
- Knowingly using, buying, selling, transporting, or soliciting in whole or part the contents of a test that has not been administered;
- Bribing another person to obtain a test that is to be administered.

Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit. Collusion means the unauthorized collaboration with another person in preparing written work offered for credit.

Violations: Possible punishments for academic dishonesty may include a grade of "0" or "F" on the assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. A recommendation for suspension or expulsion will be referred to the College Dean of Student Development for disciplinary disposition.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Attendance Procedures

Students are expected to attend classes regularly. Class attendance is checked daily, recorded, and submitted to appropriate departments. In this course, students who arrive more than 20 minutes late to class, or leave early, are marked absent.

Students are also expected to regularly access the Eagle Online ("Canvas") course supplement to view materials such as Announcements, Course Content, Course Syllabus, Discussion Forum and Grade book. Students are responsible for material covered during their absences, and it is the student's responsibility to consult with instructors for makeup assignments (if issued).

Administrative drops are at the discretion of the instructor. If you are doing poorly in the class, but you have not contacted your professor to ask for help, and you have not withdrawn by the official withdrawal date, it will result in receiving a grade of "F" in the course. Although it is the responsibility of the student to drop a course for non-attendance, the instructor has the authority to drop a student for excessive absences or lack of participation with the course.

A student may be dropped from a course for absenteeism after the student has accumulated absences in excess of 12.5% of the hours of instruction (including lecture & laboratory time). *For example:* For a 3-credit lecture class, meeting 3 hours per week

(48 hours of instruction), a student may be dropped when their absence exceeds 6 hours (3 class periods for this particular class), or a 3-credit lecture/lab class, meeting 6 hours per week (96 hours of instruction, a student may be dropped when their absence exceeds 12 hours).

Note: Late or make-up work is not accepted in this course. It is a student's responsibility to obtain assignments, in their absence, and submit completed assignments by scheduled due dates. Students who miss class can submit an assignment, by originally scheduled due date/time, at the Katy Campus Faculty Reception Desk (must be dated/time stamped) or instructor's e-mail. Students absent more than the allotted amount (including tardiness & early dismissal) will forfeit all accumulated extra-credit points earned.

Student Conduct

Students are expected to behave appropriately, while in the classroom, conducive to a productive classroom environment. This includes paying attention during class period and behaving, appropriately, while in the classroom, on campus, or on a Field Trip. Students are expected to interact with instructor and peers in a respectful and non-threatening manner, as well as use appropriate verbal and physical body language. Weapons, cell phones or electronic devices, recording devices, food or drink, and children are not allowed in the classroom! All material featured within this Course (class and Eagle Online course supplement materials) are subject to copyright and trademark laws. A student who either intentionally or unintentionally photographs, copies, distributes, plagiarizes, posts electronically, publishes, trades, or sells course material will be prosecuted. Each incident is recorded, reported to the Dept. Dean and Chair, as well as placed on a student's permanent record with the school.

Examples of Inappropriate Behavior: attending class while inebriated; *bringing a weapon to the classroom; cursing, shouting or yelling; using inappropriate facial, verbal, or physical body language; using a foreign language when unnecessary; harming or intent to harm others; harassment or making disparaging remarks; using electronic devices in the classroom (cell phone, laptop, Bluetooth, earplugs/head phones, I-Pad...) unless authorized to do so; sleeping during class period; working on assignments or materials unrelated to this class during class period; talking out of turn and/or talking during a student or instructor presentation. *Refer to information regarding the Campus Carry Law.

Consequences of Inappropriate Behavior: A student exhibiting inappropriate behavior will be asked to modify behavior, and/or receive an absence for the day, and/or receive point deductions from extra-credit point totals if issued, and/or receive point deductions on assignments, and/or campus security might be called upon to deal with issue. Student might also be asked to leave the classroom and/or be removed from the classroom by security or instructor, and/or may be removed from and/or fail the course. Students suspected of bringing a weapon into the classroom (refer to Campus Carry Law for handgun requirements), threatening an instructor, student, or visitor to the classroom, or are inebriated or extremely disruptive, will immediately be removed from the classroom by a security guard or police officer. Each incident is permanently recorded and submitted to the HCCS Counseling Department, Campus Security, as well as the Dean and Chair of the Department. Each incident is handled on an individual basis. Instructor has authority to determine appropriate consequence for Inappropriate Behavior exhibited in the classroom.

Art Program Requirements:

By the end of the semester the student who passes with a final grade of "C" or above will have demonstrated the ability to:

- Complete and comprehend the objectives of all graded assignments
- Arrive at class promptly and with the required materials for that day's session
- Participate in the shared responsibilities for clean-up when applicable
- Practice safe work habits when applicable
- Be prepared for and participate in class critiques, small group or class discussions
- Complete assignments through inquiry, analysis, evaluation and synthesis of information
- Express knowledge of the historical role and cultural impact of artists in society
- Effectively work on a team/collaborative project
- Exhibit knowledge of intercultural competence through engaging effectively with issues of social responsibility
- Communicate in clear, coherent, and persuasive language
- Communicate effectively by completing a minimum of 2,000 words in writing assignments and/or projects
- Differentiate between the various materials, techniques, and processes traditionally used by artists
- Compare and contrast works of art using the terminology and iconography of art
- Identify stylistic characteristics of each of the various cultures and styles included in the course syllabus
- Explain the function and significance of art within its historical and cultural contexts
- Complete a hands-on art project which demonstrates knowledge of the elements and principles of design

Electronic Devices and Legal Policy

All materials located within this HCCS DE Online Course are subject to copyright and trademark laws. All HCCS online course contents are permanently recorded, archived for future reference by instructor and/or HCCS Administration, and remain the legal property of HCCS and the instructor of the course. Any student who intentionally or unintentionally copies, distributes, posts, plagiarizes, trades, publishes or sells any course material (including electronically or digitally), will be withdrawn from and/or fail the course, and can be formally prosecuted in a court of law.

Visual Art Program Information

The Visual Art Program offers an Associate Degree in Studio Art that is transferable to 4-year university programs. For more information, visit

<http://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/art/>

HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal

- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

EGLS³

The EGLS³ ([Evaluation for Greater Learning Student Survey System](#)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

disAbility Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/support-services/disability-services/>

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
 Director EEO/Compliance
 Office of Institutional Equity & Diversity
 3100 Main
 (713) 718-8271
 Houston, TX 77266-7517 or Institutional.Equity@hccs.edu
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

Department Chair Contact Information

Katherine Rhodes Fields, M.F.A., katherine.fields@hccs.edu, 713-718-8264

ART 1301 Course Syllabus Contract
(Print & Submit to Instructor by scheduled due date/time)

Date:

To: HCCS Art Dept. Division Chair

Fr: Prof. Gina Miceli-Hoffman, Art Department (Central & Katy Campus)

Re: Course Syllabus Contract

I, _____ have accessed the course online website, read the
(Print Your Name Here)

Art 1301 - 12134 Course Syllabus contents, thoroughly, and understand that it is a legal contract between HCCS, the Instructor, and Students enrolled in the course. I realize that it is my responsibility to access and read the Course Syllabus, as well as abide by the Course Syllabus while enrolled as a student of this course. I also understand that if I choose not to abide by the Course Syllabus, it is my responsibility to officially withdrawal from the course, otherwise I may be asked to withdrawal, be removed from, or fail the course.

Instructor's Signature

Student's Signature