Course Syllabus - Art Appreciation (ARTS 1301)

Semester with Course Reference Number (CRN):	**Fall 2017 / 35082 (16 weeks/DE)**
Instructor Contact Information:	**Prof. Gina Miceli-Hoffman / Phone: 713-718-6600 (Central Campus Art Dept.)** **Learning Web**: http://learning.hccs.edu/faculty/gina.miceli--hoffman **E-Mail**: gina.miceli-hoffman@hccs.edu **Course Log In: http://eagleonline.hccs.edu** **Method of Contact**: **Art 1301 HCCS Eagle Online "Canvas" course internal e-mail preferred. Use your HCCS e-mail account for all HCCS correspondence**. You must include the Couse Name & Number (Art1301-35082) and a brief key word in the subject line. Your message must also include your full name (first & last). Messages missing this pertinent information may not be received, read, or may be discarded. **Please contact me Monday through Thursday of the week; not on weekends or holidays.** I will try my best to respond to messages in a timely manner, Monday – Thursday, within 24 to 48 hours upon receipt (Central Time); not on weekends or holidays.
Office Location and Hours:	Office Hours are on an "as needed" basis for each student (see "Method of Contact" above). In-Person Meeting Location: South Campus / Willie Lee Gay Hall Faculty Offices. **Appointment required.**
Course Location/Times:	**HCCS Eagle Online/Canvas - Class begins: August 28, 2017 (Delayed until 09/11/17)** Students are expected to log-into class a minimum of three-days per week, and actively participate with the class. It is highly suggested that students' log-into course on the first date of class! - Late work is not accepted in this online class. Accommodations are not granted for computer and/or human error, vacation, work schedules, illness, or personal issues. - A student will be withdrawn from the course if they: don't actively participate with the course, don't log-into the course prior to the Official Date of Record, don't complete the "Start Here" Quiz, don't post a photo of themselves at their Eagle Online Canvas Account, don't use their HCCS e-mail, don't submit required assignments, skip assignments/discussions, or attempt to submit incomplete assignments. - A student who misses an Assignment or Discussion Forum forfeits all extra credit earned in this course. **Course Textbook Recommended: Sayre, Henry M., A World of Art, 8th ed., Upper Saddle River, New Jersey: Pearson, Inc., 2016. Diverse versions available (digital, soft copy, notebook style, used…). We are not using "My Arts Lab" in this course. You can also refer to academic educational online resources, although you are required to cite your sources for assignments & discussion forums.**

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Course Semester Credit Hours (SCH):	Credit Hours: 3
	Lecture Hours: 3

Total Course Contact Hours:	48.00
Course Length :	16 Weeks

Type of Instruction:	**Distance Education**
Course Description:	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. 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 2016)

Course Prerequisite(s):

PREREQUISITE(S):

- Must be placed into college-level reading or
- Be placed into college-level writing.

CO-REQUISITES:

- **GUST 0342 and**
- **ENGL 0310 or**
- **ENGL 0349**

Academic Learning Outcomes for Program Lecture Courses:

1. Communicate effectively about art through the description, analysis, interpretation and judgment of art works
2. Identify the formal Elements and Principles of Design.
3. Apply critical thinking when comparing works of art.

Course Student Learning Outcomes (SLO):

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.

Learning Objectives:

1. Apply art terminology as it specifically relates to works of art.
1.1 Assign correct vocabulary terms and concepts to selected works of art.
1.2 Compare and contrast selected styles and periods of art.
1.3 Describe selected works of art in written papers and tests.
1.4 Practice art terminology in group settings and class discussions.

2. Demonstrate knowledge of art elements and principles of design.
2.1 Define the formal elements and principles of design and identify them in artworks from various cultures and periods.
2.2 Compare and contrast the formal elements and principles of design in selected artworks.
2.3 Construct a hands-on project that creatively organizes the formal elements and principles of design.
2.4 Evaluate formal characteristics of two or three dimensional art and then develop critical analyses through discussions, journals, presentations, and essays.

3. Differentiate between the processes and materials used in the production of various works of art.
3.1 Identify artistic media including: drawing, painting, sculpture, architecture, printmaking, textiles, ceramics, metal arts, photography, and digital arts.
3.2 Compare and contrast methods of production and processes.
3.3 Classify and examine technological development of artistic media demonstrated by the selected artworks.
3.4 Select and use appropriate materials, techniques and processes in a hands-on art project(s).

4. Critically interpret and evaluate works of art.
4.1 Employ vocabulary terms while interpreting and evaluating works of art.
4.2 Examine the functions of art within various cultures and time periods.
4.3 Compare and contrast the function of art within various cultures and time periods.
4.4 Evaluate the relationship of form to function of selected artworks in their historical context.

5. Demonstrate an understanding of the impact of arts on culture.
5.1 Analyze the way the role of the artist has changed over time.
5.2 Compare and contrast the roles of artists' audiences and patrons.
5.3 Appraise the effects of various social, political, technological, ethnic and theological forces on artists within selected periods.
5.4 Interpret the significance of selected artworks within their broader cultural context and then develop critical analyses through discussions, journals, presentations, and essays.

Core Curriculum Objectives:

Critical Thinking Skills
[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.

Core Curriculum Assessment:

Students will work in teams to explore and analyze a given topic that deals with how an aspect of visual art and social responsibility relate. Student teams will then create a written, oral, and visual project that effectively communicates the given topic. The responsibility of each team member is to research and analyze the gathered material, and contribute to the creation of the resulting project. Each team is responsible for submitting a written, oral, and visual project that outlines their findings, analysis, and interpretation of the material. This Core Curriculum Assessment is a requirement of the course.

Instructional Methods:	Methods of instruction may include: lecture, media/video/film presentations; media and technique demonstration; hands-on art projects; readings (from textbooks, peer-reviewed articles, books and original source seminal texts); field trips; discussions and critiques. All methods, selected, are designed to foster creativity, as well as incorporate life-long skills (cooperation, collaboration, communication, critical thinking, research, social responsibility, writing…) that will help you in other classes, your career, and personal life.
Student Assignments:	Assignments/Activities may include: group and/or individual projects; hands-on art projects, verbal critiques; exams and/or quizzes; field trips; various assigned readings from textbooks, peer-reviewed articles, books, original source seminal texts; mandatory discussions based on various topics related to the major areas of study in Art and Design and the major time periods of study in Art History; writing papers including critiques, essays, analyses, reviews, research, comparing and contrasting artistic and design theories and art historical perspectives; service learning projects; and presentations. This course requires a minimum of 2,000 words in a combination of writing assignments and/or projects.

HCC online Tutoring Program: https://hccs.upswing.io/

The Eagle Online version of this course/section contains Modules. Each Module is comprised of course content (such as lesson introduction, assignments, activities, discussion forum, quizzes, etc…). It is possible that Module components might change, slightly, due to various circumstances during the course of the semester. You will be notified of changes and requirements. It is your responsibility to obtain and adhere to modifications.   Module contents are released on a weekly basis, unless otherwise announced. Since **late work is not accepted in this course**, once a Module due date has lapsed, material may be hidden. Modules should be completed in sequential order. Refer to course syllabus and calendar.

Students are expected to adhere to Netiquette, Academic Writing, and Research Guidelines, featured in this Eagle Online version of the course, for all assignments and/or correspondence with instructor and students.

Students who do not submit assignments in appropriate drop boxes and/or by scheduled due dates will not earn points and may either be withdrawn from, or fail, the course. Late or make-up assignments are not accepted

For accessing **Empower – HCCS Library Modules** for assignment research assistance, refer to the following link: **https://sites.google.com/site/empowersignup/** **(modifications possible).**

<u>**Student Assignment File Format Required – Please Read Carefully:**</u>

For all attached documents submitted with assignments, students are expected to:
- ➢ Eagle Online/Canvas accepts only the following file formats:
  - o **.pdf, .rtf, .doc or docx**
  - o **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.**
  - o **If I can't open your assignment document, you will not earn points!**
- ➢ **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.
- ➢ **Requested File Format for Assignments (Due to Course Record Management Issues):**
  - o Art1301-35082_LastName,FirstName_Mod.#Assignment.pdf
  - o Example for Module Assignment: Art1301-35082_Smith,J._Mod#1Assignment.pdf (or rtf, doc, docx)
  - o Example for Module Assignment: Art1301-35082_Jones,S._Mod#2Assignment.pdf (or rtf, doc, docx).
  - o Example for Discussion Forum: Art 1301-35082_Smith,J. Mod#1DF.pdf (or rtf, doc, docx)
  - o Example for Discussion Forum: Art 1301-30582_Jones,S._Mod#3DF.pdf (or rtf, doc, docx)
  - o Include a Header (Class Number, Your Name, Unit Number & Assignment Title, Date) and Page Numbers
- ➢ Create documents with 10, 11, or 12 Point Times New Roman Font/Font Size & 1" margins max.
- ➢ Use **MLA Style parenthetical citations** within document and/or **MLA or APA Footnote or Endnote format** with all assignments (discourages plagiarism).
- ➢ Include **MLA or APA 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!
- ➢ 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.
- ➢ When attaching digital photographs within an Eagle Online Canvas text box, be certain to only attach formats that Canvas allows within its program.
- ➢ If I can't view an activated (hyperlinked) URL Address and/or visual imagery, you will not earn points for assignment!

Student Assessment(s):	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; peer evaluation; written papers including critiques, essays, analyses, reviews, research, comparing and contrasting artistic or design theories, along with Art History I perspectives; social responsibility or service learning projects; presentations; group and/or individual projects; other methods as may be determined by individual instructors. **A student who does not submit the required Studio Project, as well as required collaborative "Team" project, will fail this course. Accommodations are not granted for computer and/or human error, personal or professional issues, vacations or illness, nor are make-up assignments issued.**

Instructor's Requirements:

<u>It is the teacher's responsibility to:</u>

- Provide students with a grading scale & formula explaining how student grades are to be derived.
- Provide a description of projects, assignments, discussions, quizzes.
- Inform students of policies such as attendance, academic honesty, withdrawal, tardiness, and make-up work (if granted).
- Provide a class calendar which will include a brief description of weekly topics, course assignments, and scheduled due dates.
- Provide a brief over view of pertinent HCCS regulations, as well as Canvas tools.
- Facilitate an effective learning environment through lectures, lessons, hands-on art projects, activities, discussions, peer review, and critiques.
- Respond to student messages within 24-48 hours upon receipt, Monday through Thursday (9am – 5pm Central Time). Not on weekends!
- Arrange to meet with individual students, in person and/or online on an "as needed" basis or upon request of student or instructor of the course (South Campus/Willie Lee Gay Hall in-person meeting location preferred) dependent upon severity of issue.
- Enter student grades electronically, within the online course environment, as well as submit final grades in a timely manner.
- Maintain a good attitude & time management skills!

<u>To be successful in this class it is the student's responsibility to:</u>

- Log into course during the <u>beginning</u> of the first week of the semester, particularly since your very first assignment (Start Here Quiz) is due prior to the end of the first week of classes this term!
- Attend class weekly (minimum log-in 3x a week) to read Important Announcements, participate with class assignments, discussions, and quizzes.
- Read and be familiar with all contents featured in "Start Here" Module & Course Material (Online & Textbook).
- Submit all assignments, discussions, and quizzes in requested format, required location, and prior to scheduled due dates/times
- Complete & Submit Studio & Team (Collaborative) Projects, required by the HCCS Art Dept. and State of Texas Higher Education Programs.
- Monitor individual course progress throughout the term & keep copies of all electronic material.
- Check their HCCS e-mail and Course Announcements, frequently, for pertinent information.
- Ask for help when there is a question or experiencing a problem with course material, well in advance of scheduled deadline dates.
- Practice Netiquette: Do not be rude to instructor or peers; do not correspond with instructor or peers in a threatening manner; respectfully work with peers & discuss topics!
- Be familiar with Academic Writing and Research methods, as well as use formal writing to complete assignments, discuss course topics, and to correspond with students or instructor (ie: do not use texting language, encryptions, slang, foreign language…)
- Above all else, maintain a good attitude & time management skills!

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

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 & satisfies requirement of the honors contract.

HCC Grading Scale:

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 (Failure due to non-attendance)	0 points per semester hour
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. FINAL GRADE OF FX: Students who stop attending class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of "FX" at the end of the semester. Students who stop attending classes will receive a grade of "FX", compared to an earned grade of "F" which is due to poor performance. Logging into a DE course without active participation is seen as non-attending. Please note that HCC will not disperse financial aid funding for students who have never attended class. Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of "FX" is treated exactly the same as a grade of "F" in terms of GPA, probation, suspension, and satisfactory academic progress. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP," "COM" and "I" do not affect GPA. *Health Sciences Programs Grading Scales may differ from the approved HCC Grading Scale. For Health Sciences Programs Grading Scales, see the "Program Discipline Requirements" section of the Program's syllabi.* **Note: an "I" (incomplete) is not issued in this course unless deemed appropriate, and approved by, Dept. Chair &/or Dean.**

Instructor Grading Criteria:

Module Assignments, Discussion Forum, 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 3x weekly, submit assignments, complete quizzes & participate with discussion forums)
- 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 (use of formal writing, use of formal correspondence, use of credible academic sources, appropriately citing sources, appropriately identifying visual images/art forms within assignments, appropriate use of MLA or APA style…)
- Honesty: Submit your own work, cite sources, and don't plagiarize!

Instructor's Final Grading Legend:

The final grade will consist of the following:

"Start Here" Quiz	50 Points
Module #1 Discussion Forum	150 Points
Module #2 Assignment	100 Points
Module #3 Assignment & DF	300 Points
Module #4 Assignment & DF	400 Points
Total	1000 Points

Point Scale:

A	1000-900 Points
B	899-800 Points
C	799-700 Points
D	699-600 Points
F	599 below

Important Legal Notice:

1. **Grades are digitally recorded within the HCCS online course gradebook, as well as manually recorded. Individual grades are accessible to students, during the term, via the course online gradebook. It is a student's responsibility to monitor their course progress throughout the term.**

2. **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.**

**Instructional
Materials:**

Recommended Textbook: **A World of Art, 8th Edition, Henry Sayre, Prentice Hall, 2016**. A textbook for this course is **recommended at the beginning of the term when classes start**. You can refer to this textbook for detailed information related to course content. Various forms of this course textbook are available; contact HCCS library, local library, local or online bookstores, online publisher's website. You can also refer to the 5th or 6th editions of this course textbook. **We are not using "My Arts Lab" in this course.** **If you decide not to obtain the course textbook, it is your responsibility to obtain accurate course information featured online (refer to academic educational online resources), as well as cite sources that you've consulted for each course assignment and/or discussion forum.** Be aware that you may lose points for inaccurately completing assignments if not referring to appropriate terms/concepts/ideas/art forms/artists/styles featured in the course.

Studio Art Supplies: An art project is featured in this course. Supply lists are located within the online course lessons containing studio assignments. Inexpensive supplies can be purchased at discount stores such as *Wal-Mart*, *Target* or *Dollar General*. Students are only issued one art project in this course. Approximate cost: $10.00 - $20.00 (more or less dependent upon media/techniques).

Digital Camera (or Camera Phone or 35mm Camera or Instant Camera): Students are responsible for electronically uploading digital images and original photographs (inserted into requested format file documents (pdf, rtf, doc, docx) or attached as jpeg files within assignment drop box. Students may need access to an electronic scanner/program/service to scan imagery and convert images into a digital format for this course.

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).

File Compression Program: Extremely large files, 500 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 one so chooses to create a file that is too large to be uploaded. Note: Canvas only accepts certain file formats, therefore, please participate with the HCCS Canvas tutorials for further information.

Computer Monitor Audio/Visual & Speaker Programs and Equipment: Instructor and/or student files may contain digital or electronic audio/visual material; therefore, students will need access to computer audio/digital/visual/electronic equipment.

Internet Browser: This course utilizes online materials, accessible only with access to an Internet Browser (such as Internet Explorer, Firefox, Safari…). **For HCCS "Canvas" we highly recommend using Firefox or Google Chrome as your browser.**

Microsoft Office Software: Currently, HCCS campuses utilize Microsoft Office Software on Personal Computers. 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.**

Review HCCS on-line college course computer requirements for additional information.

Lab Requirements: 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: 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.

Access Student Services Policies on their Web site:	http://hccs.edu/student-rights

HCC Policy Statement: Title IX: Houston Community college is committed to cultivating an environment free from inappropriate conduct of 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 EE)/Compliance, Office of Institutional Equity& Diversity, 3100 Main, 713, 718-8271, Houston, TX 77266-7517 or Houston, TX 7726607517 or Institutional.Equity@hccs.edu

Title IX of the Education Amendments of 1972 20 U.S.C. §1681 *et seq.,* is a Federal civil rights law that prohibits discrimination on the basis of sex—including pregnancy and parental status—in educational programs and activities. Title IX requires that institutions have policies and procedures that protect student's rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website http://www.hccs.edu/district/departments/institutionalequity/title-ix-know-your-rights/.

Campus Carry:
At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus carry Law (SB11 2015). For more information, visit the HCC Campus carry web page at **http://www.hccs.edu/district/departments/police/campus-carry/.**

HCC Policy Statement: Americans with Disabilities Act (ADA):
Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office. If you have any questions, please contact the Disability Counselor at your college, Jamie Torres at 713‑718‑6164, or the District Disability Office at 713‑718‑5165. To visit the ADA Web site, log on to www.hccs.edu, Click Future Students Scroll down the page and click on the words Disability Information.
http://www.hccs.edu/hccs/future- students/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 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/district/students/disability-services/"

*Accommodation Statement for Hurricane Harvey Relief: Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students for support. Furthermore, please notify the professor if you are comfortable in doing so. The link to the Dean of Students at each campus: http://www.hccs.edu/district/about-us/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/

HCC Policy Statement: Academic Honesty:
You are expected to be familiar with the College's Policy on Academic Honesty, found in the catalog and student handbook. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. 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, stealing, 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 particular 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.

Students who wish to appeal a grade penalty should notify the instructional supervisor within 30 working days of the incident. A standing committee appointed by the College Dean of Instruction (Academic or Workforce) will convene to sustain, reduce, or reverse the grade penalty. The committee will be composed of two students, two faculty members, and one instructional administrator. A majority vote will decide the grade appeal and is final.

Tutoring:
Students are encouraged to take advantage of tutoring services offered by the English Department located on the third floor of the Fine Arts Center next to the English office. Tutors will assist writing assignments and are especially helpful for students when English is a second language. In addition, online tutoring is available 24/7 at **https://hccs.upswing.io/** Submissions are returned within 24 hours or less.

Academic Advising:
Academic advisement concerning specific Fine Arts courses is available to Central College students during the academic semesters. Please sign up in the Fine Arts office, FAC 101, to speak to a full time instructor in your area of interest. All students are encouraged to sign up for the Fine Arts Newsletters: **www.centralfinearts.info**

Please contact your program coordinator if you need assistance.
- Art, Corey Ackelmire, corey.ackelmire@hccs.edu
- Dance, Megan (Maggie) Lasher, megan.lasher@hccs.edu
- Drama, Debra Shultz, debra.schultz@hcc.sedu
- Music, Andrew Briggs, andrew.briggs@hccs.edu

EGLS3 -- Evaluation for Greater Learning Student Survey System:	At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and department chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.
Distance Education and/or Continuing Education Policies:	All students are responsible for reading and understanding the HCC Online Student Handbook, which contains policies, information about conduct and other important information. For the HCC Online Student Handbook, click on the link below, or go to the HCC Online page on the HCC website. **http://www.hccs.edu/media/houston- community-college/distance- education/student-services/HCC-Online-Student- Handbook.pdf/**
DE Policies:	http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/DE_Syllabus.pdf
CE Policies:	http://www.hccs.edu/continuing-education/

HCC Calendar – Important Dates: Fall 2017 Semester (16 Weeks/DE) *Updated Course Calendar due to Hurricane Harvey – Semester Begins 9/11/17	
Classes Begin	*Monday, August 28, 2017 (delayed until 9/11/17)
Last day for drop/add	*Sunday, August 28, 2017 (delayed until Tuesday, September 12th, 2017)
Holidays and Breaks	>Monday, September 04, 2017 (Labor Day) >TR/F, Nov. 23/24h , 2017 (Thanksgiving Break)
Official Date of Record (Automatic withdrawal from course if student doesn't actively participate with course prior to this date)	*Tuesday, Sept. 12, 2017 (delayed until Tuesday, September 26, 2017)
Last day to drop classes with a grade of "W"	Friday, Nov. 03, 2017 – prior to 4 pm (Central Time)
Instruction ends	Sunday, Dec. 10, 2017
Final examination	No Final Exam in this course. All coursework due prior to 11:00pm (Central Time) Wed., Dec. 13, 2017.

Week and Date	*Topics / Due Dates/Exams ARTS 1301-35082 / Art Appreciation / Fall 2017: DE 16 WK *Modified due to Hurricane Harvey – Semester Starts 9/11/17
Week 1 08/28-09/03	**Classes Cancelled Due To Hurricane Harvey**
Week 2 09/04/09/10	**Classes Cancelled Due To Hurricane Harvey**
Week 3 09/11-09/17	**Course Orientation: "Start Here" Module (Semester Begins 9/11/17)** **"Start Here" Quiz Due: 09/17/17 prior to 11:00 pm, central time**
Week 4 09/18-09/24	**Module #1: The Visual World (Chapters 1-2)** **Module #1: Discussion Forum (DF) Due: 09/24/17 before 11:00 pm, central time**
Week 5 09/25-10/01	**Module #2: Formal Elements & Themes of Art (Ch's99 3-7, 21-27)**
Week 6 10/02-10/08	**Module #2 Assignment Due: 10/08/17 prior to 11:00 pm, central time**
Week 7 10/09-10/15	**Module #3: Fine Arts Media & Techniques (Chapters' 8-15)**
Week 8 10/16-10/22	**Module #3: Fine Arts Media & Techniques (Chapters' 8-15)**
Week 9 10/23-10/29	**Module #3 Studio Assignment Due: 10/29/17 prior to 11:00 pm, central time**
Week 10 10/30-11/05	**Module #3 Artist's Statement Due: 11/05/17 prior to 11:00 pm, central time**
Week 11 11/06-11/12	**Module #3 Discussion Forum (DF) Due: 11/12/17 prior to 11:00 pm, central time**
Week 12 11/13-11/19	**Module #4: History of Art & Architecture (Chapters' 16-20)**
Week 13 11/20-11/26	**Module #4: History of Art & Architecture (Chapters' 16-20)**
Week 14 11/27-12/03	**Module #4: History of Art & Architecture (Chapters' 16-20)**
Week 15 12/04-12/10	**Module #4 Assignment (Final Draft) Due in DF: 12/04/17 before 11:00 pm, central time.** **Module #4 Assignment (Peer Critique) Due: 12/10/17 before 11:00 pm, central time.**
Week 16 12/11-12/13	**Module #4 Assignment (Edited Version) Due: 12/13/17 before 11:00 pm, central time.** **All work due prior to 11:00 pm, central time, Wed., Dec. 13, 2017!**

*Please note that the Course Calendar might change, slightly, due to various circumstances. You will be notified of changes and requirements. It is your responsibility to obtain modifications. Late work is not accepted in this course.

Due to Hurricane Harvey, schedule has been modified. This course schedule has been modified to ensure the continued emphasis of critical interpretation and evaluation of works of art in order to ensure that students communicate effectively about art through the description, analysis, interpretation, and judgment of art works

Official HCC Attendance Policy:

Students are expected to attend classes regularly. Students are responsible for material covered during their absences, and it is the student's responsibility to consult with instructors for makeup assignments. Class attendance is checked daily by instructors. **Note: In this course, late work is not accepted, nor is make-up work issued. Instead, students are issued an opportunity to earn a maximum amount of extra credit points.**

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.

For traditional "face-to-face" courses, a student may be dropped from a course for absenteeism after the student has accumulated absences in excess of 12.5 percent of the hours of instruction (including lecture and 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). For 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)

In this DE Art 1301 course section, **students are expected to actively participate with the course, as well as exhibit appropriate behavior conducive to an amicable learning environment.** Active attendance and participation includes the following: logging into the course three times per week to access and read course materials, as well as Important Announcements; logging into course prior to Official Date of Record; Completing "Start Here" Module & Quiz; submitting completed assignments, within appropriately assigned drop boxes, by scheduled due dates; respectfully participating with all course discussions, as well as correspondence between peers and instructor; completing a studio assignment (as required by the Art Department) for this course; completing assignments reflecting "Core Curriculum Competencies"; posting a self-portrait (photo) within your HCCS Eagle Online Canvas Account; using your HCCS e-mail account to correspond with instructor and students of the course; adhering to Netiquette & Academic Writing and Research Guidelines featured in this course; completing required Collaborative (Team) Assignment.

Students will either be removed from and/or fail the course if they do not actively participate with the course. A student exhibiting inappropriate behavior, at any time during the semester, will either be removed from and/or fail the course. A student who plagiarizes material (review "Academic Honesty" segment of syllabus, as well as research guidelines located within course) will not earn points for an assignment and/or may be removed from, or fail, the course. A student who has not logged into and/or has not actively participated within the course prior to the Official Day of Record will automatically be blocked from access to the course, as well as withdrawn from the course. Any student not actively pursuing this course and/or exhibiting disrespectful behavior towards instructor, peers, or course material, may also be blocked from gaining access to course materials featured online. Note: **Late work is not accepted in this course.**

All materials located within this HCCS DE Online Course are subject to copyright and trademark laws. A student who either intentionally or unintentionally copies, distributes, posts, plagiarizes, trades, publishes or sells any course material, will be prosecuted.

Students should plan on spending a minimum of 9 hours per week (dependent upon comprehension of course material, skills, use of computer technology) for readings, assignments, activities and discussions featured in this course. It is the student's responsibility to maintain good time-management skills, as well actively participate with the course.

Due to the calendar schedule, as well as the nature of course material and delivery method, it is **not recommended that students enroll in the course past the first week of this sixteen-week course. Late work is not accepted in this course. Incompletes are not issued in this course. Plan on submitting assignments in advance of scheduled due dates/times.** Please remember that sometimes problems arise with computer technology, therefore, it's advantageous not to wait until the last minute to submit assignments.

For successful time-management, plan on completing and/or submitting assignments <u>prior to</u> **designated due dates. I highly suggest submitting assignments no later than 10:00 pm on designated assignment due dates!** If you are experiencing technical difficulties, it is highly suggested that you contact the HCCS and/or Canvas Help Desk <u>well in advance of assignment scheduled due dates/times</u>. Due to the nature of this course**, accommodations are not granted for human and/or computer errors, vacation or work schedules, personal issues or illnesses.**

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 you receiving a grade of "F" in the course. **Incompletes are not issued in this course unless deemed appropriate, and approved by, Dept. Chair or Dean.**

Last Day For Student/Administrative Drop This Semester: Friday, Nov. 03, 2017 - prior to 4:30 pm.

<u>**Course Withdrawals-First Time Freshmen Students-Fall 2007 and Later:**</u>

Effective 2007, section 51.907 of the Texas Education Code applies to first-time in college freshman students who enroll in a Texas public institution of higher education in the fall semester of 2007 or thereafter. High school students currently enrolled in HCC Dual Credit and Early College are waived from this requirement until they graduate from high school. Based on this law, **HCC or any other Texas Public institution of higher education may not permit students to drop after the official day of record more than six college level credit courses for unacceptable reasons during their entire undergraduate career**.

<u>**Course Withdrawals:**</u>

Be sure you understand HCC policies about dropping a course. It is the student's responsibility to withdraw officially from a course and prevent an "F" from appearing on the transcript. If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before, you withdrawal from your course; please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important

If you plan on withdrawing from your class, you **MUST** contact a HCC counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done **PRIOR** to the withdrawal deadline to receive a "W" on your transcript. **Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines.

Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline. If you do not withdrawal before the deadline, you will receive the grade that you are making in the class as your final grade. ***Please Note: It is possible that Course Syllabus content might change, slightly, due to various circumstances. Students will be notified of changes. It is a student's responsibility to obtain modifications.**