

ART 653 PROFESSIONAL DEVELOPMENT

Mondays, 4:00 - 6:45 pm

Schmidt Foundation Center for Art and Design, Room 103

INSTRUCTOR INFORMATION:

Erica S. Bittel, Ph.D.

Instructor, Department of Art and Design

Schmidt Foundation Center for Art and Design, Room 217

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Office Hours:

M / W / F: 9:00 – 11:00 am

T: 9:00 – 10:30 am

Appointments by request.

COURSE INFORMATION:

Pre-requisites: none, but the student must be of junior or senior standing; the course is recommended for all studio majors.

ART 653 is a three-credit hour course designed for studio art majors which aims to provide students with career development strategies relevant for the transition into the real-world business and fine arts scenes. The primary goal of the course is to help studio art majors assemble the information needed to enter their respective fields of interest and to continue to develop their own personal art-related projects.

Subject matter will include portfolio presentation, research and business plans, business writing, and self-promotion and will be taught through a combination of lectures, discussions, readings, and independent research.

COURSE OBJECTIVES:

- Analyze the evolving art market and the student's place within it.
- Establish relevant and applicable professional goals.
- Address significant career development issues through research and determine how to correct such issues.
- Prepare for professional interviews through analysis of a company or organization's needs and expectations.

- Evaluate business and legal forms in the art field and how to apply them.
- Create a professional, well-edited portfolio.

COURSE RESOURCES:

All course materials will be made available on Blackboard as links, uploaded documents or as class handouts.

EVALUATION AND GRADING:

All grades, including extra credit, will be posted on Blackboard.

Grading will be based on the accuracy of responses to assignment questions, substance, clarity, and quality of written work, and the effort made to learn the material and contribute in a positive way to your personal success in the class. A variety of extra credit assignments will also be offered throughout the course of the semester. An Incomplete (or "I") grade will only be given in extreme cases and at the discretion of the instructor.

Grading Scale:

| | | |
|----------|---|---|
| 100 - 90 | = | A |
| 89 - 80 | = | B |
| 79 - 70 | = | C |
| 69 - 60 | = | D |
| 59 - 0 | = | U |

PORTFOLIO PRESENTATION NOTES:

The presentation itself will take the form of an artist's talk; each student should plan to speak for approximately 10 minutes.

- include images of current work as well as art historical and contemporary artistic influences
- discuss your artistic interests in terms of media, concept/theme, intent, etc.
- what are your goals as an artist / art educator / art historian?
- what are your ultimate career goals?
- in addition to the presentation, you must prepare and submit the following:
 - the documents below must be EDITED AND DESIGNED
 - cover letter
 - résumé / CV (including reference sheet)
 - biographical statement

- artist statement
- work statement
- updated website with complete captions for **at least** five images
 - website must include biographical and artist statements as well as résumé / CV

ATTENDANCE:

Because the course only meets once each week, attendance is **MANDATORY**, and the attendance policy is strict.

Students will lose 10 attendance points for each absence and 5 attendance points for each tardy, in addition to any points given for participation and/or miscellaneous in-class assignments.

If you miss a deadline because of illness or other emergency, you must notify the instructor as soon as possible. **Extensions and make-ups will ONLY be given for DOCUMENTED reasons involving personal, medical, and / or family emergencies.**

ELECTRONIC DEVICES:

ALL cell phones / electronic devices must be PUT AWAY and SILENCED while students are in class. The use laptop computers is permitted **ONLY** if students are using the computers to take notes or for purposes related to the class.

ACADEMIC HONESTLY:

All assignments must be your own work! Visual and/or written plagiarism will not be tolerated.

Students are encouraged to read FHSU's Academic Honesty Policy, which is found in the University Catalog and online at: https://www.fhsu.edu/academic/provost/handbook/ch_2_academic_honesty/

SPECIAL LEARNING CONDITIONS / ACCOMMODATIONS:

Fort Hays State University, in accordance with The Americans With Disabilities Act, provides assistance and resources for students with disabilities. The Student Accessibility Services office is located within Health and Wellness Services in the Fischli-Wills Center for Student Success, Room 301, 785-628-4401. This is the appropriate office for students, faculty or staff to contact to verify and notify the University of a student's documented disability. After verification of a documented disability, the Student Accessibility Services office will initiate a request for services. Students should contact the instructor within the first two weeks of class if they require special accommodations for test taking, carrying out assignments, or any other need for assistance.

TITLE IX:

FHSU is committed to fostering a safe and productive learning environment. Title IX makes it clear that violence and harassment based on sex, gender, and gender identity are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, etc. This includes all types of gender and relationship violence, sexual harassment, sexual misconduct, domestic and dating violence, and stalking. If you wish to report an incident or have questions about school policies and procedures regarding Title IX issues, please contact Laurie Larrick, University Compliance Officer and the FHSU Title IX Coordinator, at lelarrick@fhsu.edu or (785) 628-4175. The Compliance Officer can help connect you to campus and outside resources, discuss all of your reporting options, and assist with any concerns you may have.

STUDENT SUPPORT SERVICES:

- FHSU Tiger Tech: <https://www.fhsu.edu/tigertech/>
- Forsyth Library: <http://www.fhsu.edu/library>
- Writing Center: <https://www.fhsu.edu/writingcenter/index>

TIMELINE OF READINGS AND ASSIGNMENTS:

(Timeline is subject to modification)

Week 1 (August 18): Introduction (Erica Bittel)

Week 2 (August 25): Goals (Erica Bittel)

- goal setting
- designing your time
- personality, values, and ideals

Week 3 (September 2): NO CLASS MONDAY, SEPTEMBER 1ST – LABOR DAY

Week 4 (September 8): Marketing Documents (Linda Ganstrom)

- artist statement
- work statement
- biographical statement

Week 5 (September 15): Marketing Documents (Karrie Simpson Voth)

- cover letters
- résumés
- interview preparation

Week 6 (September 22): In-Class Work Session (Erica Bittel)

Week 7 (September 29): Grant Writing (Amy Schmierbach)

Week 8 (October 6): Photographing Personal Artwork (Curt Steckel)

- professionally preparing digital images

Week 9 (October 13): Website / Online Presence (Brian Hutchinson)

- creating a digital archive

Week 10 (October 20): Applications (Brittany Gorelick / Thomas Giebler)

- applying to exhibitions and graduate school

Week 11 (October 27): Interview Prep: In-Class Work Session (Erica Bittel / Farheen Kahn)

- personal identity and branding
- non-verbal communication

Week 12 (November 3): Interviewing (Erica Bittel)

- mock interviews

Week 13 (November 10): Engaging the Community (Toby Flores / Danielle Robinson)

- art and networking

Week 14 (November 17): Financial Planning / Legal Contracts (TBD)

Week 15 (November 24): NO CLASS – FALL BREAK

Week 16 / 17 (December 1 and December 8): Final Presentations