Advanced ceramic techniques and concepts will be used in this Design III class to explore the elements and principles of art.

INSTRUCTOR: Susan Mollet
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OFFICE HOURS: Hours are posted on office door. Please make an appointment by email.

CATALOG COURSE DESCRIPTION
Elements and principles of art using two- and three-dimensional concepts.
Approval Number: 50.0401.53 26

STUDENT LEARNING OUTCOMES
This course is organized as continuation of three-dimensional design principles and elements. Emphasis is on student's in-depth investigation of ceramics. Through the exploration of ideas, images and objects, students will develop a personal vocabulary of expression. Students will also learn appropriate means of presentation for their projects. Students who successfully complete this course should be able to identify and/or demonstrate the following:

Upon successful completion of this course, students will:
1. Identify and apply the elements of art and principles of three-dimensional design.
2. Employ discipline specific vocabulary in the evaluation of three-dimensional design problems.
3. Demonstrate creative skill in aesthetic problem solving within assigned parameters.
4. Demonstrate an appropriate level of professional practice, including safety, craft and presentation.

COURSE OUTLINE/REQUIREMENTS
Students will be given a specific unit of study to develop personal expression. The unit of study will include:
A. Assignments which incorporate the elements and principles of design;
B. Instruction on concept and construction of each assignment;
C. Demonstrations on various techniques;
D. Group and individual critiques  
E. Classroom use of power points, books, films, visiting artists.

There is no required text. Students will be assigned readings and reports.

**EVALUATION METHOD**
The following criteria will be used in measuring student achievement with the stated objectives.
1. Projects  
2. Attendance  
3. Group critiques and discussions  
4. Research papers  
5. Individual critiques  
6. Reading/library assignments  
7. Sketchbooks  
8. Presentations  
9. Extra credit (see instructor)

Final Grade:  
**Projects will be 75% of final grade.**  
**Sketchbook, readings and/or presentations will be 25% of the final grade.**  
**Attendance will affect the final grade.**

Students will be able to view their grades online through eCampus. Follow instructions to sign in.

A= Excellent work: Requirements for the course have been more than fulfilled and the art work has been developed beyond previous levels. The work must show excellent intellectual skills and concepts, technical skills, and control of the medium.

B= Very good work: The art work and the student’s class participation shows competence in skill development, craft, and control of the medium with an understanding of conceptual concerns in the context of ceramics.

C= Average work: Requirements for the course have been fulfilled adequately with satisfactory work quality. Class participation is adequate.

D= Poor work: Requirements for the course are not adequately fulfilled.

F= Failure: No attempt has been made to fulfill requirements for the course.

A= 90-100  
B=80-89  
C=70-79  
D=60-69  
F= 59 and below

Each project will be graded on the following criteria:
1. Craftsmanship/Technique (40%)  
2. Concept/Objective (40%)  
3. Critique participation/sketchbook (10%)  
4. Completion of project by due date (10%)
Projects may be remade and re-graded subject to loss of points for completion of the project by the due date. Rubric is subject to change determined by specific assignments.

ATTENDANCE/PARTICIPATION
Students are expected to attend all classes, arrive on time, and work until the end of class. It is the responsibility of the student, not the instructor, to make sure you obtain any information missed if you are absence. Major demonstrations may not be repeated.
- a. 1 letter grade will be deducted from your final grade for each unexcused absence after 2.
- b. 3 late arrivals or early departures will count as one absence.
- c. Extra credit is available. Ask instructor for details.

Open lab times:

More than 2 absences will lower your grade. 1 letter grade for each absence after the 3rd will be deducted from your final grade.

More than 3 late arrivals or early departures will count as an absence.

Open lab times:

  Mon-Thurs:  9-1
  Friday:  9-3
  Mon/Wed:  5:30 - 10

No classes are scheduled during these times. You are required to sign the open lab roster, posted in the studio, any time you work in the studio outside of class time.

Classes are held every day in the ceramics lab. You may work during other class times ONLY WITH PERMISSION OF THE INSTRUCTOR. Always ask permission and know that there will be times when this is not an option.

DROP/WITHDRAWAL: The last day to drop with a W is August 3.

SUPPLY LIST
1. The student is responsibility for all their own clay and clay tools.
2. Dust mask or respirator (N95) Required
3. Latex gloves
4. Work gloves (leather palms)
5. Masking tape
6. Bats for throwing
7. Calipers
8. Sandpaper or nylon kitchen pad
9. Old bath towel
10. Donations of newspapers and dry cleaning plastic
    Other supplies may be suggested throughout the semester.

BROOKHAVEN COLLEGE WILL ONLY FIRE WORK THAT IS DIRECTLY TIED TO ASSIGNMENTS OR INSTRUCTOR APPROVED.

NOTE THE FOLLOWING:
1. Students are expected to follow the Code of Conduct as published in the Student Handbook.
2. Theft of other students projects, school equipment, or tampering with school equipment or supplies will result in expulsion and possible charges.
3. Cell phones are not allowed in class.
4. Do not move or touch another student's work without their permission. Ask the instructor if you need help.

THE INSTRUCTOR HAS THE RIGHT TO ADD TO, DELETE, OR REVISE SEGMENTS OF THE COURSE OR SYLLABUS.

NOTICE OF POTENTIAL DANGER

The construction and execution of some projects will require the use of power equipment and hand tools. Students will be instructed in the safe operation and utilization of these tools. However, the students should be aware that these tools can be dangerous. Therefore, although all reasonable and prudent precautions will be taken to insure that the tools, equipment, and work environment reflect the College’s concern for student safety, each student is ultimately responsible for the safe operation of the power equipment and hand tools that he/she uses. Students who are unable or unwilling to accept this responsibility are strongly encouraged not to take this course. Students with special concerns or needs regarding the operation of power equipment and hand tools should contact the instructor.

COURSE SAFETY POLICIES:

A. All students are to function in a safety oriented manner while working at Brookhaven College. This includes:
   1. Safety glasses or other eye protection used at all times with power tools
   2. Dusk mask or respirator when working with dry materials
   3. Latex gloves to protect skin as needed
   4. Proper dress for protection
5. Students must only use the equipment when mentally and physically well. Students must **NOT** use the equipment at Brookhaven College when:
   a. They are under the influence of drugs – illegal or legal (cold medicine or other prescription medication, as they can dull your senses)
   b. They are emotionally distraught
   c. They are physically impaired (broken leg, etc.)

Any questions concerning this must be answered by the instructor, and only the instructor. The instructor reserves the right to pass judgment on the students’ condition at all times.

   B. Equipment which is broken or seems to be faulty must not be used. Report all such conditions to the instructor immediately.

   C. Equipment must be used only for the purpose for which it was designed.

**INSTITUTIONAL POLICIES**

http://www.brookhavencollege.edu/employees/faculty/Documents/BC_Syllabus_Addendum.pdf

**DROP/WITHDRAWAL POLICY:**

Withdrawing from a course is a formal procedure which YOU must initiate; the instructor cannot do it for you. You may do this in Admissions or Counseling. If you stop attending class and do not withdraw, you will receive a performance grade, which can result in an “F.” Students sometimes drop courses when help is available that would enable them to continue. Please discuss your plans with the instructor if you feel the need to withdraw.

To drop a class or withdraw from the college, you must follow the prescribed procedure. **It is your responsibility as a student to drop or withdraw.** Failure to do so will result in your receiving a performance grade, usually a grade of "F".

**You can drop or withdraw from classes in three ways:**

1. **In person**
   Visit your college Admissions/Registrar’s Office (and/or advising) listed on the [DCCCD website](http://www.brookhavencollege.edu/employees/faculty/Documents/BC_Syllabus_Addendum.pdf) and complete a drop/withdrawal form.

2. **Online**
   Drop classes online through [e-Connect](http://www.brookhavencollege.edu/employees/faculty/Documents/BC_Syllabus_Addendum.pdf). In certain instances you may not be able to drop online; you will have to drop in person or by mail.

3. **By mail or fax**
   [Print this drop form (PDF - 36KB)](http://www.brookhavencollege.edu/employees/faculty/Documents/BC_Syllabus_Addendum.pdf)
Fill it out and mail or fax it to the college Admissions/Registrar’s Office. **You must give at least one reason** why you are dropping for each class. Forms that are mailed or faxed must be postmarked or date-stamped on a date prior to or on the last day to drop the class. Be sure to include a legible copy of a **photo ID** with your form.

A drop/withdrawal request by any means must be received in the Admissions/Registrar's Office (and/or advising) by the official drop/withdrawal deadline as indicated on the **Academic Calendar** and the current class schedule. No drop or withdrawal requests are accepted by telephone or email.

See **Refund Policy** for possible refund eligibility. Students who drop or withdraw should be aware of the course **Repeat Policy**.

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**APPROVED COLLEGE STATEMENT CONCERNING THE STATE’S 6-DROP POLICY** FROM THE 2014 - 2015 Course Catalog
(Dropping a Course or Withdrawing from College)

1. A severe illness or other debilitating condition that affects the student's ability to satisfactorily complete the course.
2. The student's responsibility for the care of a sick, injured, or needy person if the provision of that care affects the student's ability to satisfactorily complete the course.
3. The death of a person who is considered to be a member of the student's family or who is otherwise considered to have a sufficiently close relationship to the student that the person's death is considered to be a showing of good cause.
4. The active duty service as a member of the Texas National Guard or the armed forces of the United State of either the student or a person who is considered to be a member of the student's family or who is otherwise considered to have a sufficiently close relationship to the student that the person's active military service is considered to be a showing of good cause.
5. The change of the student's work schedule that is beyond the control of the student, and that affects the student's ability to satisfactorily complete the course.
6. Other good cause as determined by the college official.

Contact your college's Admissions/Registrar’s or counseling/advising office for further details related to exceptions or visit the FAQ's on **E-Connect-Facts about Dropping Classes**.

The Texas Higher Education Coordinating Board finalized its rules associated with this statute on October 25, 2007. Students affected by this law who plan to attend another institution of higher education should become familiar with that institution's policies on dropping courses.

**ACADEMIC DISHONESTY POLICY AND LINK TO STUDENT CODE OF CONDUCT:**
Scholastic dishonesty is a violation of the Student Code of Conduct and is punishable as stated in college policies. Please review the full Student Code of Conduct as listed in the college catalog for additional information. ... For more information, refer to the DCCCD Student Code of Conduct.

INFORMATION ABOUT AMERICANS WITH DISABILITIES ACT - ADA STATEMENT
If you feel you may need special assistance or accommodation (such as help with taking notes, extra time on tests, etc.) because of any type of physical disability or learning difference, please contact the Special Services office in Room S124 or at 972-860-4673.

INFORMATION ABOUT STUDENT ABSENCES DUE TO RELIGIOUS HOLIDAYS:
A student shall be excused from attending classes, or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this provision may not be penalized for that absence and shall be allowed to take an examination or complete an assignment within a reasonable time after the absence.

FINANCIAL AID STATEMENT:
Failure to attend classes could result in a loss of Financial Aid (FA). If you are receiving any form of financial aid, you should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

INFORMATION ABOUT REPEATING THIS COURSE:
Each college of the DCCCD charges additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and continuing education/workforce training courses will result in additional tuition being charged.

Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts included courses taken at any of the DCCCD colleges since the Fall 2002 semester. See the DCCCD Course Catalogue.

FERPA STATEMENT:
The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. More information is available in the DCCCD Course Catalogue – 2014-2015.