# Course Information

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<tr>
<th>Course Information</th>
<th>Instructor Information</th>
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<tr>
<td>Advanced Design / Ceramics</td>
<td>Jessica Battes-Grabowski</td>
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<tr>
<td>Spring 2019</td>
<td><a href="mailto:JBattes-Grabowski@dcccd.edu">JBattes-Grabowski@dcccd.edu</a></td>
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<tr>
<td>Course Number-2311-33002</td>
<td>972-860-2961</td>
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<tr>
<td>Fridays 9:00 am-3:00 pm / Room E114</td>
<td>Office: E-217 Hours: Mon /Wed-3:30-6:00 &amp; by appointment</td>
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## COURSE DESCRIPTION:

This course will focus on three-dimensional projects in a special topics area. Emphasis is on individual expression and development of a cohesive body of work. This course requires a contract between professor and student to determine the projects. This course may be repeated if topics are learning outcomes vary. (2 Lec., 4 Lab.)

### REQUIRED MATERIALS:

- **Textbook:** The Complete Potter by Steve Mattison (Not required)
- **Sketchbook:** Students must have sketches or plans for each project. It is important that students bring their sketchbook to every scheduled class. It is recommended that students take notes during all lectures and demonstrations.
- **Basic clay tool kit**
- **Clay:** 150 - 250 lbs. of cone 10 Stoneware.
- **Fettling knife**
- **Mudtools rib:** red or yellow
- **Paintbrushes:** 2 or 3 assorted paintbrushes 1” to 3”
- **Fork**
- **Plastic garbage bags:** (15 gallon)
- **Slip container:** small plastic container with a lid
- **Optional:** apron, towel, non-traditional clay tools for textures, etc.

All clay and basic tools needed for this class are available at: Trinity Ceramics 9016 Diplomacy Row, Dallas, TX (214) 631-0540

### COURSE STRUCTURE

There will be lectures and/or demonstrations at least once a week during class. Students are strongly encouraged to take notes during these presentations; they will be tested on it. There will be a minimum of six projects throughout the semester. One quiz and one test will be given. This course will require at least six hours a week of outside class time to successfully complete all assignments. Please see attached schedule for each class day’s activities and homework assignments. This schedule is subject to change.

### TEXAS CORE OBJECTIVES FOR STUDENT LEARNING

Students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. In this course, the following skills are in focus.

1. **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. **Communication Skills** - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. **Personal Responsibility** - to include the ability to connect choices, actions and consequences to ethical decision-making
4.) **Social Responsibility**: to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

**STUDENT LEARNING OUTCOMES**
After successful completion of this course the student should be able to:
1.) Use the elements and principles of organization successfully in their work.
2.) Demonstrate knowledge of theories and in historical and current ceramic work.
3.) Create a body of work to reflect growth in competency with specific media and techniques.
4.) Identify the stages of clay and show advanced competence working with it at each stage.
5.) Demonstrate advanced knowledge of the range of ceramic surfaces and textures in clay and glaze.
6.) Properly utilize ceramic vocabulary when referring related processes and works of art.
7.) Demonstrate knowledge of ceramic history.
8.) Present a body of work that shows advanced knowledge in building and glazing techniques.

**GRADING**
Assignments will be given specific due dates, along with sketchbook assignments. A final grade of an “A” will not be given unless all assignments have been completed and glaze fired on time. All work will be given a final grade after it has been completely finished. Students will receive partial credit (Maximum grade of “C”) for greenware that is presented on time at group critiques throughout the semester. All work for projects must be done during the present semester. Each piece cannot be used to fulfill the needs of more than one assignment. No extra credit work will be given.

Projects will be graded based on the following criteria:

1. **FULFILLMENT OF ASSIGNMENT**: Did you fulfill the projects’ objectives, follow directions, and adhere to its parameters? Did you do the sketches required for each project?
2. **CRAFTSMANSHIP**: How well was the work made? Did you keep the form under control? Did you make strong joints, dry your piece correctly, and apply glaze correctly?
3. **DESIGN**: Was the project carefully and successfully thought out? Does the surface treatment interact with the form? Is the project visually effective and engaging? (see considerations for each project)
4. **CONCEPT**: How sophisticated or interesting was your idea or theme? Was the idea thoughtfully developed?
5. **CREATIVE PROBLEM SOLVING/DEGREE OF CHALLENGE OR DIFFICULTY**: Conceptual and technical parameters were pushed to their limits and/or risks involved? (not everyone gets points for this).
6. **PROGRESSION**: Is growth in knowledge and skill evident in the finished body of work?

**FINAL GRADE**
60% Completed assignments (includes presentation on critique days and formal analysis paper).
30% Participation (daily grades, contributing to critiques, homework, firings, daily and final clean up).
10% Test & quizzes

**GRADING SCALE:**
90-100 = A
80-90 = B
70-80 = C
60-70 = D
Below 60 = F

**LATE WORK POLICY**
Projects are due on critique days. If you are not present for critique your work will be considered late. Receiving an “A” is not possible if the project is not turned in on time. **Ten points will be deducted for each day the project is late. After two weeks the grade becomes a zero.** During critiques all students must do the best they can to “present” their work as professionally as possible.
STOP BEFORE YOU DROP
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than six courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated six non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access:
http://www.dcccd.edu/Why/Reg/Registration/Pages/default.aspx

WITHDRAWAL
If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by April 17th, 2019. If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. See institutional policies for additional information on withdrawals.

PARTICIPATION
Participation is extremely important in this class. Being present for class implies having materials, ideas, homework assignments, and being ready to work. Participation is central to student’s success because the ceramic process is one that cannot be rushed or neglected without consequences. In the case of an absence students are responsible for making up all missed work on their own time. Students earn a daily grade for every class. Each class period is worth ten participation points. If you miss four classes for any reason, your participation grade will be a 60%. Participation is worth 30% of your final grade. After six absences it is not possible to pass the course. Failure to attend the final will result in an “F” for a final grade.

Arriving late, leaving class early, or being unprepared to work are recorded in my grade book. If these become chronic problem, I will advise you and consider three of them as one absence. Students are responsible for keeping all medical documentation throughout the semester in the event that an incomplete due to medical reasons becomes necessary.

Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending, by the certification date. For this lecture course, your physical participation in class, on or before the certification date will allow you to receive credit for FA purposes. For certification dates, check with the division or FAO for further information. Students, who are not certified as beginning class, are responsible for any payments due as a result of non-certification, to include the dropping of courses.

Students are expected to act in an adult manner, any disruptive or disrespectful behavior towards staff, faculty or other students will not be tolerated. The instructor reserves the right to remove students immediately for any disruptive behavior during class or in the studio at any time. (See code of conduct in Cedar Valley catalogue, page 204 and 205). Also, regular and punctual attendance is expected and required. It should be remembered that absences always result in work being missed and this usually means that grades will suffer.

EMERGENCY CLOSINGS
In the event of severe weather conditions check the campus web page and listen to local radio or television stations for information concerning official closing of Cedar Valley College facilities.

ACADEMIC ADVISING
Academic Advising is a collaborative educational process whereby students and their advisors are partners in meeting the students' academic, personal, and career goals. This partnership is a process that is built over the student’s entire educational career at Cedar Valley College.

Educational planning is available to all students. First time in college students must meet with academic advisors prior to enrolling in classes; however, continuing students may choose to see faculty advisors, faculty counselors, and/or program coordinators after classes begin. All parties have clear responsibilities for ensuring a successful partnership. For more information, you may access: https://www.cedarvalleycollege.edu/FutureStudents/StudentServices/AcademicAdvising/Pictures/AdvisingSyllabus.pdf

QUALITY ENHANCEMENT PLAN
Cedar Valley College's Quality Enhancement Plan is designed to improve student learning in mathematics. Read more about our QEP at: http://www.cedarvalleycollege.edu/QEP/default.aspx

INSTITUTIONAL POLICIES

ACADEMIC HONESTY
Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

ADA STATEMENT
Your instructor will make reasonable accommodations for students with limitations due to disabilities, as defined by the Office of Disability Services. Please schedule a personal appointment with your instructor during the first two weeks of the semester to discuss any special needs you may have. If you have a documented disability requiring specific accommodations, you must contact the Office of Disability Services: 972-860-8119.

EMERGENCY ALERT
Sign up for DCCCD Emergency Alerts to receive a text-message, e-mail and/or phone call when there is an unscheduled evacuation or closure of a DCCCD campus or office because of weather closures, utility outages, police or other emergencies. Subscribing is free, but standard text message charges from your cell phone provider will apply. Please refer to: http://www.dcccd.edu/SS/OnlineSvs/EmergAlerts/Pages/default.aspx

FINANCIAL AID
Students who are receiving any form of financial aid 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.

HEALTH CENTER SERVICES
Basic first aid for minor cuts, scrapes, insect stings, and heat, etc.
• Over-the-counter medications for headaches, fever, seasonal allergies, and colds
• Over-the-counter medications for mild allergic reactions
• Emergency sanitary pads
• Blood Pressure check
• Coordination with outside health agencies such as Carter Blood Care; Dallas County Health Dept. (HIV/STD testing--free, twice a semester); UT Southwestern mobile mammography; Immunizations once a month for children <19 y.o. from the DCDHHS; Agape Massage; and Employee Wellness Screening
• Rest area for stress relief, migraine headaches, post seizure activity
• AED (Automatic External Defibrillator) for CPR
• Student Health101, e-magazine http://readsh101.com/go2cedarvalleycollege.html
• Confidential “talks”
• Assists with health related club activities when asked and time permits

RELIGIOUS HOLIDAYS
Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after the absence.

REPEATING THIS COURSE
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may not be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the fall 2002 semester. More information is available at:
http://www.dcccd.edu/PC/Cost/3rdCrseAttmpt/Pages/default.aspx

STUDENT CODE OF CONDUCT
As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at:
https://www1.dcccd.edu/catalog/ss/code.cfm?loc=CVC

USE OF ELECTRONIC DEVICES
Students in possession of electronic devices such as cell phones and/or pagers should switch them off or into silent mode before entering class. In the event that you expect to be alerted to some emergency, you should discuss the issue with me before class begins and then sit near the classroom door in order to exit class if the call is received. Every effort should be made to prevent disrupting a class session. Repeated interruptions of class could result in your expulsion from the course.

STUDENT RESPONSIBILITIES
• Student will observe basic rules of safety regarding the proper handling of all tools/equipment both mechanical and electrical.
• Students will notify instructor or assistant immediately if any tools / equipment are damaged.
• Student will maintain a healthy respect for school property and art works / supplies of fellow students.
• Proper decorum will be observed while in studio. Students will show proper respect to themselves, fellow students, instructor and teaching assistant.
• Students will cooperate with faculty and fellow students to maintain a clean, organized environment in which to work.
• No visitors allowed without permission from instructor.

STUDIO MAINTENANCE
The ceramics studio is a shared space not a private studio. Its maintenance depends on everyone’s
participation. During the last ten minutes of class I will require everyone to stop working and clean up. The clean-up procedure demonstrated in class is designed to minimize air-borne clay dust. Never sweep the studio floor when there are other people in the room. The week before finals there will be a mandatory studio clean up. Failure to participate in this final clean-up will result in a 20 point participation grade reduction. If unable to attend the studio clean-up day the instructor must be notified in writing one week in advance so other arrangements can be made. At the end of each term, students will be required to collect all their work and materials from the studio unless prior arrangements have been made in writing with the instructor.

STUDIO RULES
* Only students currently enrolled in a ceramics class can use the studio and equipment.
* Do not touch work that does not belong to you.
* Students may not use the studio or tools for non-class related projects.
* Studio tools, materials and equipment must remain in “Ceramics”.
* Community tools, books, magazines and equipment must be returned to the proper location.
* Never leave work on the tables without the permission of the instructor.
* All work must be signed.
* Uncollected bisque ware and glaze ware will be disposed of after three weeks.
* Students must clean up after themselves, this means the table, floor, and throw away any trash.
* Never sweep the studio floor when there are other people in the room.
* No smoking anywhere in the building.
* Eye protection must be worn when using a grinder.
* No consumption of alcoholic beverages or illegal substances on the premises.
* Absolutely no food or beverages in glaze mixing room or near glazing area.
* A respirator must be worn when working with dry (powdered) ceramic materials.
* No pets or children in the studio.
* Cell phones must be off or in silent mode during class
* No political discussions.
* All problems or injuries in the ceramics studio must be reported immediately to the instructor. In the case of an immediate emergency call Campus Police at 972-860-4290 or ext. 4290 from a campus phone.

Open lab is a privilege for currently registered students only. Proper studio practices as listed above will be observed. Students in violation of these rules will lose the privilege of open lab. Open lab to be announced.
POLICY STATEMENTS
The policies in this syllabus apply to all students enrolled in the course. The instructor reserves the right
to change any information contained in this document, when necessary, with adequate notice given to
the student.

Neither the instructor nor the office staff will report student grades by telephone, mail, email, or fax.

The Instructors, Department of Art, and DCCCD are not responsible for any articles lost or damaged in
ceramics, this includes work left behind at the end of the term or, any work that is damaged or ruined in
a kiln firing.

I _________________________________________________________, have read and fully understand
Sign and print your name

the objectives, grading procedures, policies and rules for ART 2311, Advanced Design / Ceramics.