Instructor: JESSICA MCCLENDON
Contact Information:
   Office:  F213
   Email address: JESSICAMCCLENDON@DCCCD.EDU

When emailing the professor, include your first and last name, course number, and section number (Example: Cary Grant, Arts 1311, 41001 or 41002)

Important Dates:

Follow this link for information about the campus calendar of important dates: http://www.eastfieldcollege.edu/cdi/acadcal.asp

ARTS 1316 COURSE DESCRIPTION: This is a Texas Common Course Number.
Prerequisite: None. Basic concepts of composition with two-dimensional materials are explored. The use of line, color, illusion of space or mass, texture, value, shape, and size in every composition is considered.

As part of the Visual Arts Program, studio art courses at Eastfield College have rigorous intellectual and aesthetic expectations.

Textbooks and Other Course Materials:

Required Materials:
   • Sketchbook—most important tool of the course, due on first day
   • Supply Kit from Asel Art Supply—see eCampus
   • Magazine articles (handouts) and online resources as assigned.

Students are expected to attend art department guest lectures and receptions/events in Gallery 219. If you are unable to participate in these education activities, contact your instructor to discuss alternative arrangements. http://eastfieldgalleries.blogspot.com

Developmental Courses
Drawing, ARTS 1316 is not a developmental course. It is a for-credit course aimed at art majors, transfer students, and students seeking degrees.

The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student’s basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, Math 1414, etc. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. In some cases retesting will also be required. It is up to each student to be aware and informed about requirements that are subject to change.

Additional information is available from the TSI Office. https://www1.dcccd.edu/cat0910/admiss/tsi.cfm?loc=4

Course Objectives

In this course students will learn about the formal elements of line, shape, space, texture, color, value, pattern, and time through a variety of projects, both informal and formal. Students will learn to demonstrate their understanding of the formal elements by applying the principles of design: balance, unity, variety, visual rhythm, emphasis, and visual economy.

Student Learning Outcomes

1. The student will demonstrate the ability to successfully manipulate the elements and principles of design.
2. The student will develop the ability to bring ideas into their visual manifestation.
3. The student will develop the ability to recognize and critique the elements and principles of design.

Evaluation Procedures:

Students will be graded on the quality of the work as demonstrated during formal critiques and daily discussions. In this class quality is determined by how hard the student works, whether challenges are sought, how well the student innovates, and how the student spends her or his time on a given project. A grading rubric will be provided for each project. This rubric will be categorized as follows: Research, Design, Comprehension, Execution.

Course Outline (dates subject to change, due dates are underlined)
NOTE: Demonstrations, discussions, presentations, and assignments will happen every class day. Students are expected to show up to class each day and work diligently to complete each assignment. Work that is not completed in class must be completed outside of regular class meeting times. These assignments will be given in conjunction with multiple sketchbook homework assignments.

<table>
<thead>
<tr>
<th>TIMELINE</th>
<th>PROJECT</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Throughout the Semester</td>
<td>Sketchbook</td>
<td>15%</td>
</tr>
<tr>
<td>Throughout the Semester</td>
<td>Gallery visits/write-ups</td>
<td>10%</td>
</tr>
<tr>
<td>February Project</td>
<td>Shading/Still life (5)</td>
<td>20%</td>
</tr>
<tr>
<td>March Project</td>
<td>Perspective/Architecture (5)</td>
<td>20%</td>
</tr>
<tr>
<td>April Project</td>
<td>Three zones/Interior Spaces (5)</td>
<td>20%</td>
</tr>
<tr>
<td>May Project</td>
<td>Final Project/Self Portrait/Open (1)</td>
<td>15%</td>
</tr>
<tr>
<td>FINAL GRADE</td>
<td></td>
<td>100%</td>
</tr>
</tbody>
</table>

Attendance and Class Participation are critical to your success in this course. Five points will be subtracted from your final numeric grade for each absence after the first. No make-ups allowed. Poor class participation will be counted as an absence. This includes showing up without supplies or projects, excessive tardiness (including return from breaks), and disruptive behavior.

90 – 100= A, 80 – 89=B, 70 – 79=C, 60 – 69=D, 59 and Below=F

Obtaining Final Course Grades Using eConnect
Final Grade Reports are no longer mailed. Convenient access is available online at www.econnect.dcccd.edu. Use your identification number when you log onto eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your Student Advising Report, which is available in the Admissions Office.

Eastfield College Email Policy
Faculty and students must have and use a DCCCD account for all correspondence relating to academic coursework. For information on setting up a DCCCD student email account go to: http://www.dcccd.edu/netmail/home.html

Important Dates to Remember:

DROP DATE
Last day to withdraw from a class is: April 16

CERTIFICATION DATE
Certification Date is: February 3

Please see link for academic calendar: https://www1.dcccd.edu/catalog/GeneralInfo/AcadCalendar/cal1920.cfm
EMERGENCY/INCLEMENT WEATHER PROCEDURE: In case of emergency or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 a.m. Students may also refer to the Eastfield College web page www.eastfieldcollege.com for the Inclement Weather announcement under the Features area of the front page. The announcement will be posted immediately following the decision to close the college.

Please click here to see a full list of Institutional Policies: https://www.eastfieldcollege.edu/au/fastfacts/legal/pages/policies-for-syllabi.aspx

Financial Aid Statement
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.

Financial Aid Statement for Distance Learning Classes
If you are receiving Financial Aid grants or loans and are enrolled in a Distance Learning class, you must show participation in this class prior to the certification date by either e-mailing or contacting the instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.

Repeating This Course: (Third Attempt to Enroll in a 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. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. See Third Attempt to Enroll in a Course at: http://www.dcccd.edu/thirdcourseattempt/

Academic Honesty Statement
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. 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 at http://www1.dcccd.edu/cat0506/ss/code.cfm

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. **Cheating** includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. **Plagiarism** is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. **Collusion** is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

**Food and Drink Policy**

Food is not allowed in the classroom. Drinks with closable lids will be allowed. Students are responsible for removing any drink container and cleaning up any spills to the satisfaction of the instructor. There will be a five to ten minute break during each class meeting. This will give you time to eat something you have either brought from home or purchase from the vending machines; this will not be enough time to get food from Subway.

**ADA Statement**

Students with a physical, mental or learning disability who require accommodations should contact the college Disability Services Office in C237. Call 972.860.8348 or email efcdso@dcccd.edu. For more information: http://www.eastfieldcollege.edu/SSI/DSO/index.html

**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 contract with the instructor to take a make-up examination or complete an assignment within a reasonable time after the absence.

**Withdrawal Policy**

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 16. Failure to do so will result in your receiving a performance grade, usually an “F.” 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. For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Registrar’s Office at 972-860-7167 (Room C119), or contact the division office.

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 6 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 6 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:  https://www1.dcccd.edu/coursedrops

Family Educational Rights and Privacy Act of 1974 (FERPA)
In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

The Office of Institutional Equity, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.

Students with Disabilities:
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please provide or request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to
contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Student Services website: (https://www.dcccd.edu/SS/OnCampus/DisSvs/DisSvsOffices/Pages/default.aspx/) or contact DCCCD Office of Institutional Equity at (214) 378-1633.

**College Disability Services Offices**

- **Brookhaven**: 972-860-4673
- **Cedar Valley**: 972-860-8119
- **Eastfield**: 972-860-8348
- **El Centro**: 214-860-2411
- **Mountain View**: 214-860-8677
- **North Lake**: 972-273-3165
- **Richland**: 972-238-6180

**A Note on Harassment, Discrimination and Sexual Misconduct**

We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety. We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX Coordinator or visit www.dcccd.edu/titleIX.

**College Title IX Coordinators**

- **Brookhaven**, Terri Edrich, TitleIX-BHC@dcccd.edu, 972-860-4825
- **Cedar Valley**, Grenna Rollings, TitleIX-CVC@dcccd.edu, 972-860-8181
- **Eastfield**, Rachel Wolf, TitleIX-EFC@dcccd.edu, 972-860-7358
- **El Centro**, Shanee’ Moore, TitleIX-ECC@dcccd.edu, 214-860-2138
- **Mountain View**, Regina Garner, TitleIX-MVC@dcccd.edu, 214-860-8561
- **North Lake**, Rosemary Meredith(acting), TitleIX-NLC@dcccd.edu, 972-860-3992
- **Richland**, Bill Dial, TitleIX-RLC@dcccd.edu, 972-238-6386
- **Dallas Colleges Online**, Le'Kendra Higgs, TitleIX-LEC@dcccd.edu, 972-669-6672

**District Title IX Coordinator**

Office of Institutional Equity, LaShawn Grant, TitleIX-District@dcccd.edu
Classroom Etiquette
Learning is rewarding and challenging. Each student is entitled to the opportunity to succeed in this course. Good grades are not given, they must be earned by students who seek to produce excellent work. In the interest of fairness to all, it is important to follow some reasonable guidelines that will allow all students to work in an environment free of distractions. Violating any of the following will result in a reduction in your participation grade and a request to leave class and arrange a meeting with the professor. You will be given an absence for the day.

Attendance and Class Participation:
• Be on time and leave on time. Students arriving late or leaving early will be counted as absent for the day.
• Work until the end of class unless instructed otherwise. Leaving class or stopping work early will be counted as an absence. Spending excessive amounts of time idle, doing little or no work that is relevant to the course can lead to an absence for the day.
• Do not sleep in class—this will be considered an absence.
• Do not come to class with a personal agenda that involves doing whatever you want without regard for the instruction, materials and methods. You are graded on how you address assignments and instructions given to you.

Supplies:
• Have all supplies in class every day. Bring your own supplies. Do not borrow. If you do not have your supplies, you will be counted as absent for the day.
• Do not attend class unprepared—without supplies, work, and sketchbook. You will be counted as absent for the day.

Mobile Devices:
• Silence your mobile phone (vibrate is not silent), turn off and remove any headphones, ear buds, music devices, etc. during lectures and demonstrations. Students may use music devices so long as those around them cannot hear it.
• Texting during class lectures, videos, or working time is not acceptable. If you must text, you may do so during break.
• Do not talk on phone or leave the class to answer a ringing phone. Wait until break.
• Do not use your laptop or tablet in class unless prior approval is given.

Classroom Behavior:
• During class discussions or critiques, do not speak out of turn or without being formally acknowledged first.
• Do not exhibit or participate in behavior that is disruptive to the learning of others. This includes rude and derogatory behavior or commentary, excessive talking, texting, walking around the room or out of the class.

Sketchbook:
• Work in your sketchbook. Always.

Taking Care of your Artwork
• It is the student's responsibility to take good care of her/his artwork throughout the semester. Projects are not “turned in” upon completion. Rather, they are saved until presented for a critique. Works that have tattered corners, smudges, tears, or creases will receive a lower grade.

Critiques:
• Throughout the semester you will participate in a number of formal and informal critiques of artworks created by you and your fellow students. This is an opportunity to receive and provide feedback about the work. Students who do not attend a critique and, therefore, do not present a project for a critique will be counted as absent for the day and will receive a grade of “F” for the project.

Notes about your sketchbook and course assignments

Unless requested or approved, the following images or image categories are not acceptable in a college-level art course:
• Images of fantasy characters or animals: unicorns, fairies, gnomes, anime or video game characters, and the like.
• Cliché images: religious iconography, hallmark hearts, roses (most flowers), puppies, kittens, and the like.
• High School Boy or Girl notebook doodles: initials, hearts, clovers, race cars, dogs, cats, suns, moons, stars, rainbows, and the like.
• This list is likely to grow throughout the semester if I see students refusing to develop unique ideas, images and compositions.
• Any of the above is acceptable if it is presented in a way that will completely blow the professor’s mind.

SUPPLY KIT
Supplies for this course are provided by ASEL Art Supply and cannot be substituted. Students must contact ASEL directly to order the kit. A delivery is scheduled for the third week of class. You may purchase your kit by calling ASEL and using a credit card or by check when the delivery is made. You may also arrange to go to the ASEL store on Cedar Springs in Dallas to purchase and pick-up your kit. You must tell them that you are in Jessica McClendon's Drawing Class at Eastfield College. All students must purchase this supply kit.

The complete supply kit list is posted in Course Information on eCampus.
The instructor reserves the right to amend this syllabus as necessary.

Syllabus Acknowledgement
Print, sign, and turn in during the first week of class.

I have reviewed the syllabus for this course and fully understand its contents and course expectations.

EASTFIELD COLLEGE
ARTS 1316
SPRING 2020
JESSICA MCCLENDON

___________________________________
Print name

___________________________________
Signature

___________________________________
Date