Course Information

Course title – Ceramics 1
Course prefix and number – CERM 2304
Course meeting location – Fox Fine Arts Studio room 250
Course meeting times – Tuesday and Thursday- 1:30pm-4:20 or 4:30-7:20
There are two different sections of this course-please pick the appropriate course.
Required texts and materials – Clay costs and a tool list will be distributed on the first
day of class. Generally, students should be prepared to spend $100-125 for supplies.

Instructor Contact Information

Instructor's name – Suzanne Kane
Instructor's office # - Fox Fine Arts room 250
Instructor's office hours –T/TH 1:00pm to 1:30, and by appointment
Instructor's phone # and email – 575.649.3845  suzannekane00@comcast.net

Instructor Introduction

Suzanne Kane holds a Bachelor of Fine Arts degree from Michigan State University and
a Master of Fine Arts degree from New Mexico State University. She has taught in
public school art programs, grades K-12. After earning an MFA she taught ceramics at
New Mexico State University as a part time instructor. She has been a studio artist for
fifteen years, exhibiting in national shows, galleries and public spaces.

Course Description

Ceramics 2304 is an introduction to the discipline of Ceramics. This course will provide
instruction and practical building experience as it relates to the design and production of
ceramic sculpture and pottery. Each student will design and build 2 completed ceramic
sculpture projects, and 2 completed pottery projects, fulfilling requirements set forth in
the course assignments. Students will develop skills required to plan and execute building
problems with ceramics, and engage in a group work environment fostering collaboration
and critical assessment. This course will utilize and reiterate concepts and terminology
previously covered in Foundation Design course work.

Ceramics 2304 is a studio practice course designed primarily to serve the needs of the
studio-based art major. Course style can be described as “hands-on” studio/lab with
demonstrations, lectures and in-class work time. In-class work-time is structured in order
to provide individualized instruction and assistance with the design/build process. This
course will require significant additional work-time outside of class. Students should
anticipate spending 6 hours in class per week and an additional 6-10 hours outside of
class per week to satisfactorily complete this class.
**Course Prerequisite Information**

Students taking Ceramics 2304 are required to have completed ARTF 1301, ARTF 1302, ARTF 1303, and ARTF 1304, or instructor approval. Ceramics 2301 may be taken concurrently with ARTF 1303 and ARTF 1304. A student seeking prerequisite waiver must contact the instructor.

**Course Goals and Objectives**

Goals and objectives targeted in Ceramics 2304 include:

- An introductory experience in the development and building/formation of ceramic sculpture and pottery.
- An introduction to the history of ceramics.
- An introduction to the technical aspects of ceramic production, including glaze mixing, glaze application, and kiln firing.
- Development of improved visual communication skills as they relate to 3-dimensional art.
- Development of self expression, creative thinking and planning skills.

**Course Outcomes**

Students who complete this course will have:

- Experience and fundamental competency in the planning and building/formation of ceramic sculpture and pottery.
- Foundation competency and confidence in the use of the ceramics facilities equipped with ceramic forming tools.
- An improved understanding of the history of ceramics.
- An improved understanding and competency of the contemporary art world.
- An improved understanding and competency in their ability to realize and express their ideas both verbally, and in 3-dimensional terms.

Note: Competency is defined, for this course, as a developed understanding and mastery of skills and knowledge needed to complete a task to a successful beginning level. Competency can be demonstrated while designing a project, building a project, using the equipment in the ceramics facilities, etc. Competency is a measure of how well you understand and use a process or skill. Confidence is defined as a student’s willingness and self-trust in their own abilities to use the skills and processes learned during this course. Confidence is built throughout the semester and is demonstrated by the way that a student develops skills or competencies and their willingness to utilize these new skills.

**Grading Standards and Criteria**

Evaluation of student performance for this course is done in the following manner:
All grades are calculated using percentages and converted into letter grades according to the following scale:

- 90% & above = A  excellent quality work
- 80% & below 90% = B  above average work
- 70% & below 80% = C  average work
- 60% & below 70% = D  below average work
- Below 60% = F  unsatisfactory work, failing

The primary project grades will be established using full-class and individual critiques at the instructor’s discretion. All students are expected to participate in all critiques, which include discussion of their own projects as well as the projects of other students. At the completion of each project and discussion, the instructor will evaluate the project success by assigning a rating of 0-10 for each of the 3 criteria, namely concept, concern, and craft. Concept will evaluate the quality of the idea for the project. Concern will evaluate dedication, diligence and effort with which the student designs and completes the project. Craft will evaluate the skill and quality of the material manipulation within the project. The resulting 3 criteria ratings will be averaged together to establish a project percentage for each assignment. The project grades will constitute 90% of the course final grade.

- A final exam on terms and vocabulary will constitute 10% of the final grade.
- A final course percentage will be calculated from the project and exam grades.
- Once a final course average is calculated, attendance penalties (if applicable) will be deducted and the final grade established.

**Course Policies**

Attendance, punctuality, participation and appropriate class conduct are considered performance criteria for this class. Failure to perform to required standards will result in strong grade penalties and can cause failure of this course.

**Attendance Policy:**
- Each student is permitted 3 absences during the semester without penalty. Students with more than 3 absences should consider dropping this course and retaking it at a time when the student can commit the proper attention to the course.
- Each unexcused absence after 3 will result in the final course grade being lowered by 1 full letter grade. Absences after the first 3 can be excused only if the first 3 absences are excused.
- Excused absences are defined as documented illness or serious illness or death in the immediate family.
- Coming to class late or leaving early is regarded and graded as being absent. All students are required to attend class on-time and to remain in the class the entire time. Entering class late and leaving early is disruptive to the learning environment.
- Coming to class unprepared or attending class and not working is regarded as absent.
- Information missed during an absence is the sole responsibility of the student.
Course Participation:
- Participation in all discussions, critiques and class days is required for this course.
- Development and execution of class projects must be done utilizing all class meetings. Projects executed solely out of class will not be accepted.
- Participation in the collaborative group environment of the studio is essential to the successful completion of this course.

Class Conduct:
- Sick Policy
  If you are not feeling well, or if you are sick, then you should not come to this class under any circumstances. You should instead seek medical care, and/or recuperate at home. Email me or call me when you are able and let me know the circumstances, and I will help you to catch up in class when you are feeling better. If you are pregnant, or have other physical issues such as allergies to dust, respiratory issues, anything that I should be aware of, please inform me of this immediately, and we will work to make you safe and comfortable. If a family member is ill, and you need to care for that person, please email me or call and let me know what your situation is.

- Guests
  Guests are not permitted at any time during class. Please tell your friends, family members, partners, that they may see you before or after class time. You are expected to remain in class at all times, and may not step-out to visit with guests during class. You will be held responsible for adhering to this policy, and I will give you one warning. After that, I will ask you to leave class and you will be counted absent for that class period.

- Children
  Children are not permitted at any time to be in the studios. The studios can be very dangerous places, especially ceramics studios. There are often open flames, equipment that reaches over 2,300 degrees, chemicals that should not be ingested, etc.

- Cell phones
  Please turn off your phones during class time.

- Open Studio
  Open studio times are set for evenings and weekends, varying throughout the semester. Philip, our tech, will have open hours posted and there will be additional hours posted on the chalk board in the other room, based on volunteers for each week. No hours on game days.
  On Monday and Wednesday: 1:30pm-4:30pm the advanced classes meet. You may ask the professor for permission to work if it doesn’t seem busy.

The UTEP police will have your name and student ID number, and if the studio is closed, you may call them up and they will come over to the studio and let you into the building/class rooms. The UTEP police number is 747-5611.
- Studio Safety
As mentioned earlier, ceramics areas can be hazardous if proper precautions are not taken. All safety procedures will be explained to you throughout the semester, and every consideration has been taken to create a safe environment for you to work in. If you are pregnant, or have other physical issues such as allergies to dust, respiratory issues, anything that I should be aware of, please inform me of this immediately, and we will work to make you safe and comfortable.

- Cleanliness
You are required to clean up your work area when you are finished working in the studio. Please put all of your tools, materials, etc. away in your lockers, and wipe down tables, pottery wheels, and equipment once you are finished using the labs. If you have difficulty cleaning up after yourself, then you will receive a special tutorial on how to clean up after class.

- Personal Safety
If you must work alone, late at night, please be sure to let someone know where you are, and please keep a cell phone with you. If you feel unsafe for any reason, you should call the UTEP police immediately (747-5611). There is a studio phone for your use. Additionally, if you would like an escort to your car at night, please call the UTEP Police department, and they should accommodate your needs. Please inform me if there is a problem, and I will address it immediately with the proper authorities.

- Work Removal
Finished works must be removed by the date set by the instructor of this course. All works left in the studio after this date will be disposed of. All tools, extra clay, etc. will become the property of the studio after this date.

**Late Assignments, Make-up Work and Exams**
Late assignments, make-up work, and make-up exams are only afforded in the case of an excused absence by arrangement and approval of the instructor.

**Incompletes, Withdrawals, Pass/Fail**
- Incompletes or “I” grades will be considered for students completing satisfactory or better work and having serious legitimate situations beyond their control requiring additional time to complete the course requirements. All “I” grades are at the discretion of the instructor and the approval of the Department Chair.
- Students hold full responsibility for withdrawing from this course if that procedure is elected. Withdrawals must be completed on or before the final date to drop a course with a “W”. Students missing this deadline will be issued a grade for the performance in the course.
- Ceramics 2304 is a grade-based course and is not available for audit or pass/fail options.
University Policy Statements

**Cheating/Plagiarism:** Cheating is unethical and not acceptable. Plagiarism is using information or original wording in a paper without giving credit to the source of that information or wording; it is also not acceptable. Do not submit work under your name that you did not do yourself. You may not submit work for this class that you did for another class. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP catalog policy. Refer to [http://www.utep.edu/dos/acadintg.htm](http://www.utep.edu/dos/acadintg.htm) for further information.

**Disabilities:** I will make any reasonable accommodations for students with limitations due to disabilities, including learning disabilities. Please see me personally before or after class in the first two weeks or make an appointment, to discuss any special needs you might have. If you have a documented disability and require specific accommodations, you will need to contact the Disabled Student Services Office in the East Union Bldg., Room 106 within the first two weeks of classes. The Disabled Student Services Office can also be reached in the following ways:
- Web: [http://www.utep.edu/dsso](http://www.utep.edu/dsso)
- Phone: 915-747-5148
- Fax: 915-747-8712
- E-Mail: mailto:dss@utep.edu?subject=Disabled%20Student%20Services

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**CERM 2304 syllabus acknowledgement and course contract acceptance.**

I have received and reviewed the attached syllabus. I have had the opportunity to ask questions for clarification and I understand and agree to the conditions of this syllabus.

**Course # -CERM 2304**  **Section #- 01 or 03**  **Semester Date – Fall 2014**

Name (print) ____________________________________________

Signature ____________________________________________
UTEP Student ID # ________ - ________ - ____________________