**COURSE INFORMATION**
Course title: **EXHIBITION PRACTICES II**
Course prefix and number: **Art 3309**
Course meeting location: Fox Fine Arts A355
Course meeting times: Monday and Wednesday, 9:00am -- 11:20am
Course credit: 3

**INSTRUCTOR CONTACT INFORMATION**
Name: Daniel Carey-Whalen
Office location: Kelly Hall 220
Office hours: by appointment
Phone number: 915-747-8316
e-mail: djcareywhalen@utep.edu

**INSTRUCTOR INTRODUCTION**
Daniel Carey-Whalen has spent nearly seven years in the museum field as an educator, program coordinator, and grant writer. He has been a Museum Educator at the Johnson County Museums of History, the Kansas Historical Society, and the Galveston County Historical Museum, and the Director of Programs for the Kansas Humanities Council. He has written several successful grant applications, the most recent was from Humanities Texas. He holds a B.A. in History from the University of Missouri- Kansas City and a Master’s of Arts in American Studies and Master’s of Urban Planning from the University of Kansas. He has taught Humanities and Western Civilization at the University of Kansas, including a class of his own design, *The Idea of the City in Western Civilization*.

**COURSE DESCRIPTION**
This course will focus on various functions within the museum, including collecting, collections management, curatorial, and education/outreach. Projects will focus on the creation of aspects of an interpretive plan in addition to labels for an exhibit.

**READINGS**
*Books*
Serrell, Beverly, *Exhibit Labels: An Interpretive Approach*

*Articles*
See Course Calendar below

**COURSE OBJECTIVES**
1. By successfully earning credit for this class, students will have two of the three required classes for the Museum Studies minor at UTEP.

2. Students will understand the steps necessary to create a successful exhibition or display, beginning with concept development and concluding with installation.

3. Students will learn about the varying types of museums and positions and gain hands-on experience creating exhibitions, including budget and concept development, research, design, and installation.
COURSE DELIVERY OR STYLE
The course will consist of class discussions, presentations by the instructor, guest lecturers, and students, independent projects with various museums within the community, and field trips both during class time and outside of class.

GRADING SYSTEM
You will be graded on a point system. There are a total of 100 points based on the assignments below:

- 90-100 A
- 80-89 B
- 70-79 C
- 60-69 D
- Below 60 F

ASSIGNMENTS
As this course depends heavily on interaction with outside individuals and departments, course assignments and due dates may be adapted by instructor to reflect real-life obstacles or modifications to development of exhibitions. Any changes will be announced in class and posted on blackboard.

Attendance and participation grade- 20 pts
Your attendance and participation grade will be assigned based on your participation in class discussion and activities and your regular attendance in the class. Instructor will regularly take attendance and will regularly assess participation in classroom discussion, especially when we are meeting off-site or hosting a visitor.

Service Learning- 20 pts
Students MUST have Twenty (20) hours of community engagement at a prescribed local museum or cultural center. Experiences may include: taking down or installing exhibitions, helping organize and staffing events, or helping catalog and inventory a collection.

Museum Exhibit Review- 20 pts (10 pts each)
All students MUST visit two museums in the Las Cruces/Juarez/El Paso area and provide examples, evaluate, and critique an effective label and an ineffective label. The first Museum Exhibit Review will be due prior to Spring Break. The second Review will be due by the end of the semester.
Each review must cover the following questions:

1. Where was the exhibit? What was the title of the exhibit?
2. What is the “big idea” for the exhibition?
3. Who is the intended audience?
4. Were the labels clear and concise? Did they help clarify or expand the exhibit, or were they disruptive or incomplete?
5. Give one example of an effective label (take a picture, etc.). Evaluate and critique using ideas from Serrell’s book.
7. How did the exhibit engage the senses?
8. Were there hands-on components?
9. How was the layout and design of the exhibit? Was it distracting or did it complement the objects within the space?
10. What did you find most interesting?

“Through the Eyes of a Child” exhibit at the El Paso Museum of History - 40 pts
In conjunction with students in the Public History class, our class will be assisting in creating an exhibit tentatively called Growing up in El Paso. Details to follow.

A. Research paper on “Through the Eyes of a Child” exhibit topic- 10 pts
As we know, content is important and museum professionals need to quickly become well versed in the subject at hand. This brief research paper, due February 22, will highlight what you have learned about “growing up in El Paso” and the specific object(s) you are researching. Details to follow.

B. Label Writing Rough Drafts- 10 pts
Research artifacts and write caption labels about these artifacts. These artifacts will be tied to the final exhibit. First draft due February 24. Second draft due March 2. Details to follow.

C. Final labels for History Museum exhibit- 10 pts
Final labels due March 21. This grade includes the final caption labels and work on Sections labels in class. Details to follow.

D. Exhibition Installation for El Paso Museum of History- 10 pts
Students will be required to work on the installation at the EPMH.

Extra credit
Extra credit opportunities will be offered at the instructor’s discretion.

COURSE POLICIES
Attendance and promptness are mandatory. Records of attendance and performance will be taken every class, kept on file and evaluated at the end of the semester. All unexcused absences, tardiness, and early departures from class or other assigned duties will be taken into account when evaluating students for their final grade. By enrolling in this class, you make a commitment to publically represent the Museum Studies program.

All cell phones, pagers, and other on-call devices must to be turned off during class time.

It is important that you behave in a courteous and professional manner at all times, especially when interacting with student, faculty, and staff from other departments across campus.

Students are required to attend all field trips scheduled during regular class time. Visiting museums during the semester is strongly encouraged and will be required at several points during the semester.
**Academic Integrity:** This course is based on the principle of academic integrity. Students are responsible for their own academic behavior, and for making themselves fully aware of UTEP’s policies. Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another person’s as one’s own. And, collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be taken seriously and will be referred to the Dean of Students’ Office for disciplinary action. In addition to receiving a failing grade in the class, the student may be suspended or expelled from UTEP for such actions. Further information can be found at the UTEP Dean of Students’ web page, [http://www.utep.edu/dos/](http://www.utep.edu/dos/).

**Disability:** Any student with a disability that may prevent her/him from fully demonstrating her/his abilities should contact me as soon as possible to discuss accommodations necessary to ensure full participation and facilitate educational opportunity. If you have a documented disability and require specific accommodations, you will need to contact the Disabled Student Services Office ([http://www.utep.edu/dsso](http://www.utep.edu/dsso), (915) 747-5148 voice or TTY, e-mail: dss@utep.edu, East Union Bldg. Room 106) within the first 2 weeks of classes.

**COURSE CALENDAR** (Note: This calendar is subject to change with written notice.)

**Wednesday, January 20**
Overview of course syllabus and Introduction

**Monday, January 25**
Sharing objects- Bring an object and write a label about it (no longer than 100 words)
Visit UTEP Writing Center

**Wednesday, January 27**
Team Building
The Big Idea and overview of Exhibit Labels
**Read:** Chapters 1-3 in Serrell, Beverly, Exhibit Labels: An Interpretive Approach

**Monday, February 1**
Visit UTEP Special Collections

**Wednesday, February 3**
Team Building

**Monday, February 8**
**Read:** Exhibit Labels, Chapters 4-10

**Wednesday, February 10**
Visit Border Heritage Center, El Paso Public Library
Monday, February 16
Read: Exhibit Labels, Chapter 11-16

Wednesday, February 18
No Class- Pope Visits

Monday, February 22
Research Paper Due
Evaluation

Wednesday, February 24
First Draft of Caption Label Due
Formative Evaluation at the El Paso Museum of History

February 27- Territory of the Imagination ends

Monday, February 29
Read: Exhibit Labels, Chapter 17-21
Label writing workshop for Caption labels

Wednesday, March 2
Second Draft of Caption Label Due
Label writing workshop for Caption labels

SPRING BREAK- NO CLASSES, MARCH 7TH THROUGH MARCH 11TH

Monday, March 14
Exhibit Installation at Rubin Center

March 16- Faculty Show at Rubin Center

Wednesday, March 16
Label writing workshop for Caption labels

Monday March 21
Final Labels Due
Label writing workshop for Section labels

Wednesday, March 23

Easter Sunday, March 27

Monday, March 28
Label writing workshop for Section labels
Wednesday, March 30

Monday, April 4
Label writing workshop for Section labels

Wednesday, April 6
Installation prep

Monday, April 11
Installation

Wednesday, April 13
Installation

Saturday, April 16 Exhibit Opening

Monday, April 18
No Class - Rest

Wednesday, April 20
Educational Programming
Read: TBA

Monday, April 25
Educational Programming

Wednesday, April 27
Educational Programming - Implementation

Monday, May 2
Review

Wednesday, May 4
Wrap up

**DEAD DAY, MAY 6**