

Department of Visual Arts
Western University

SA 4630A & SA 4632B
Independent Project Print Media I & II

Welcome to Independent Project Print Media! I am so happy to have you back in the Printshop, enrolled in a course that will allow you to take further advantage of the excellent printmaking facilities we have in Visual Arts at Western. In this course outline you will find all the necessary information about SA 4630A & SA 4632B including important points concerning health and safety, in-class demonstrations, sign-up procedures to be working in Print Shop and the printmaking/ ink fee.

Please consult the Syllabus at the end of the Course Outline, for a plan for the year in regards to Demonstration dates, Assignment Due Dates, and your responsibilities for accessing information on OWL.

As always, feel free to contact me by email if you have questions outside of class.

Tricia Johnson

Calendar Description

A studio/theory course focusing on the development of a comprehensive individual program of research and art production relating to Print Media

Prerequisite Checking:

You are responsible for ensuring that you have successfully completed all course prerequisites and that you have not taken an anti-requisite course. Lack of prerequisites may not be used as basis of appeal. If you are not eligible for a course, you may be removed from it at any time, and you will receive no adjustment to your fees. These decisions cannot be appealed.

Course Objectives

This course offers a continuation of print media allowing students to enhance their printmaking skills by creating a self-directed independent project in consultation with the instructor. The project will begin with a written proposal outlining the chosen media, format and processes of the project as well as the conceptual and theoretical ideas informing such project. The progress of the project will have two in-progress due dates as well as a final project due date in both, or either, the final week of classes in December and April.

In order to have as much time as possible to work in on the project, students will be expected to attend SA 3633 on Wednesdays, from 1:30 to 5:30 to work in the Print Shop as well as to consult with the professor.

Importantly, training and awareness of health and safety issues will be integrated into all studio practices and *strictly enforced*.

Course Information

Instructor: Professor Tricia Johnson
Room 118, JLVAC
519-661-2111 x 85721
tcjohnso@uwo.ca

Technician: Jessica Woodward
jwoodwa5@uwo.ca

Class: John Labatt Visual Arts Centre room 106
Wednesdays from 1:30 to 5:30

Office Hours: By appointment

Online: To facilitate SA 3633 students can access our OWL site through **OWL**
<https://owl.uwo.ca/portal>

Learning Outcomes

- *Depth and Breadth of Knowledge:* Students will acquire a range of advanced technical skills required to engage in the material practice of printmaking. Students will also become familiar with the historical genesis of and terms associated with the various print material areas being studied as well as contemporary discourses surrounding those materials.
- *Knowledge of Methodologies:* Students will gain a further understanding of print methodologies and visual possibilities of each media through practical applications.
- *Communication Skills:* Students will be able to communicate orally regarding their projects through critique and class discussion, including in response to instructor presentations and critiques.

Art Materials supplied by Student

- Apron

- Neoprene Gloves as well as disposable gloves
- Sharpie Marker, HB pencil
- Green painter's tape, masking tape
- 18" cork backed ruler
- Scissors and OLFA cutting knife
- Large Acetate for registration
- Large and small newsprint pads for registration sheets and proofing
- Etching needle or similar drawing tool for etching
- Silkscreen (large screens can be rented from Jessica)
- Silkscreen inks and screen retarder
- Frosted mylar for screen stencils
- Sharpie oil-based paint marker or other markers for drawing screen stencils
- All printing and proofing paper (Jessica will discuss which paper she sells)
- Litho pencils or crayons (purchase from Jessica)

Ink Fee

- Please talk to Jessica about your ink fee. You will be charged based on the materials you will need and from the equipment and processes you will be using in the print shop.

COVID-19 Health and Safety

- Ensure you filled out the COVID-19 "Return to Campus" questionnaire any day you are coming on campus, including coming to class and to work in the Print Shop outside of class time.
- If you are sick, stay home and report your illness. Email Tricia you are ill.
- After entering the building, see the Classroom Ambassador to swipe your student card as proof you have completed the Return to Campus questionnaire.
- Students will be divided into two groups, a 1:30 to 3:30 or a 3:30 to 5:30 group as well as a Demonstration Group. Students will only attend class during specified times, in order to view demonstrations and to work in the print shop during scheduled class time. It is essential you attend class during the hours you've been assigned. If you come to class at the incorrect time, you will be sent home.
- Masks must be worn **at all times** in the Print Shop.
- You must always physically distance from others.
- Wear your gloves as much as you can. Wash your hands often and wash your neoprene gloves often.
- There is a maximum number of people who can be in the Print Shop areas at a time. These rules must always be followed.
- During class time, report to Tricia for attendance. Outside class time, report to Jessica that you are present.
- Do not come to the Print Shop to work outside of scheduled class time unless you have signed up for the weekly schedule with Jessica.

- All communal tools and materials must be wiped down after every use.
- No eating or drinking in the Print Shop is allowed, now more than ever. As per university regulation bottles/drink containers are allowed but you can only drink from them either outside or at your locker, unless otherwise stated by the university.
- If you do not follow the rules, you will be given a warning. If a second warning is given, you will be asked to leave the Print Shop for 24 hours. If reckless behavior is still occurring, you will be removed from the class.

Evaluation

Every Print Assignment will have a corresponding grading rubric that will be used to assess the assignment. Some assignments will have a final critique, as stated on the Syllabus/ Timeline. Some aspects of assignments might be submitted online by photographing work in-progress. Finished Assignments will be physically handed in to the instructor and will be given a numerical grade and written comments, posted to OWL on the Gradebook Tool.

Grades for Artwork will reflect the student's ability to clearly *demonstrate*

- Student's success in accordance with general course objectives (as above) and specific assignment objectives.
- Completion and quality of assignments
- Understanding of project concepts and the ability to express that understanding
- Degree of inventiveness and ambition of assignments
- Participation and commitment to process

The Final Grade will be comprised of:

SA 4630A

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|------------------------------------------|-----|
| • Fall Semester Written Project Proposal | 5% |
| • October In-Progress work | 20% |
| • November In-Progress work | 20% |
| • December Final Due date | 40% |
| • Artist Statement | 5% |
| • Commitment | 10% |

SA 4632B

- | | |
|--------------------------------------------|-----|
| • Winter Semester Written Project Proposal | 5% |
| • February In-Progress work | 20% |
| • March In-Progress work | 20% |
| • April Final Due date | 40% |
| • Artist Statement | 5% |
| • Commitment | 10% |

Commitment Mark

- The commitment mark is a combination of your attendance, punctuality, preparedness for class; your active participation in critiques (put your cellphone away); your active listening skills; your thoughtful and respectful questions of the instructor and the technician; your work ethic, tidiness and cooperativeness during work sessions and outside of class time and your overall commitment to the course.

Visual Arts follows Western University's Grade Descriptors as follows:

A+ / 90-100%	Outstanding work; one could scarcely expect better from a student at this level
A / 80 – 89%	Superior work that is clearly above average
B / 70 – 79%	Good work, meeting all requirements and eminently satisfactory
C / 60 – 69%	Competent work, meeting requirements
D / 50 – 59%	Fair work, minimally acceptable
F / below 50%	Unsatisfactory work which shows insufficient effort or comprehension

Visual Arts Studio Grade Descriptors:

90-100 (Outstanding, A+) - The studio work shows significant originality and exhibits a high degree of critical engagement. Sophisticated analysis and synthesis involving complex theoretical and conceptual thinking are demonstrated. Mastery of complex ideas is immediately evident. The studio work has originality, clarity and ambition. The project is treated with sensitivity and subtlety of thought. The quality of the background preparation and research, engagement with process and outcome of the studio production is exemplary.

80-89 (Excellent, A) - The studio work shows originality and exhibits a high degree of critical engagement. The work is clearly focused and intelligently presented. Mastery of complex ideas is demonstrated. The studio work has clarity and ambition. The quality of the studio production immediately engages the viewer. The studio work has been sufficiently developed and demonstrates mastery of techniques so that results are compelling. Background preparation and research, engagement with process and outcome of the studio production is impressive.

75-79 (Very Good, B+) - The studio work shows above average analysis, critical thinking and independent thought. It demonstrates a clear awareness of the parameters of the assignment and a very good attempt to respond creatively to them. The work demonstrates reasonable depth and/or breadth and engages in a production that is appropriate to the level of the course. The quality of studio work engages the viewer and demonstrates above-average mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is very good.

70-74 (Good, B) - The studio work shows a satisfactory attempt at analysis and critical thinking. It shows a good attempt to respond to assignment parameters. The work demonstrates some depth and/or breadth, making references to appropriate course

material/art context. The studio production engages the viewer and demonstrates a sufficient mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is satisfactory.

60-69 (Competent, C) - The studio work demonstrates adequate engagement with the project. It shows an attempt to respond to assignment parameters but does so at a very basic level that lacks creativity. Engagement with studio production demonstrates basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is competent.

50-59 (Marginal, D) - The studio work shows less than adequate engagement with the topic and with the material covered by the course. The studio work waivers in its attempt to respond to assignment parameters and tends to be simplistic. Engagement with studio production demonstrates less than a basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is less than satisfactory.

Below 50 (Unacceptable, F) - The studio work demonstrates a failure to comprehend/engage the topic. The studio work is incomplete and lacks redeeming creative merit. The work clearly does not meet the minimal requirements of the assignment. Background preparation and research, engagement with process and outcome of the studio production is unacceptable.

ASSIGNMENTS DUE DATE POLICY:

- Each Assignment is due on the specified due date as posted in the Syllabus.
- Students are expected to complete all assignments on due dates. Failure to complete assignments or present completed work in scheduled critiques without prior consultation with the instructor could result in a failing grade.
- If you need to hand in artwork late, please report a Self-Reported Absence or consult your Academic Counsellor, in your home faculty, to request academic considerations.
- **Late Assignments will be only be accepted accompanied by academic considerations.**
- Students that received Academic Consideration for assignments will contact Prof. Johnson regarding how to submit their assignments.
- Any assignment to be submitted to OWL that has not been uploaded by the timed due date will receive 0 (zero) unless accompanied by academic considerations.
- Ensure you actually submitted your assignment to OWL by clicking on the submit button. Failure to submit on time will result in a failing grade.
- **Prof. Johnson does not accept Assignments for marking by email, attached to a discussion link on our OWL site, such as in VoiceThread, or in any other manner of submission. Such assignments will receive a zero.**
- Any assignment receiving academic considerations, and remains outstanding, is due on the last day of classes of the semester or term. Such assignments not received on the last day of class will be given a mark of 0 (zero).

Course Requirements

- Students are responsible for making themselves aware of all assignments, procedures and due dates. It is the student's complete responsibility to keep informed by referring to the syllabus.
- Students are expected to **clean-up after each work session.**
- **Reckless use of shop equipment as well as disregarding health and safety procedures are grounds for being removed from the class.**
- Demonstrations in Introduction to Print Media can often be hours long and cover 2 full class periods. Demonstrations of such length can never be repeated. Attendance at demonstrations is mandatory in order for every student to understand the procedures of each print practice.
- If you miss a Demonstration, you must meet with the technician, outside of class time, to review specific procedures and health and safety concerns.
- **Students who are in emotional/mental distress should refer to Mental Health @ Western**
<http://www.uwo.ca/uwocom/mentalhealth> for a complete list of options about how to obtain help.
- Students are expected to spend a minimum 1-hour outside of class for every one hour in class towards fulfilling course requirements.
- Students **must** take **detailed notes** during the demonstrations throughout the semester. Printmaking is a very involved process; it cannot be learned intuitively and it is imperative that you take detailed notes to refer to when you are working. As well, you are shown how to properly use the equipment and materials in the demonstration for your own safety as well as to maintain the equipment in the shop. When you have a technical problem, the instructor and the technician will want to refer to your notes as an aspect of assisting you. Not taking notes during a demonstration will negate your ability to ask the technician and instructor for technical assistance.
- To facilitate the demonstrations, there are several videos on our [uwo.ca/visarts](http://www.uwo.ca/visarts) website under Resources > Student Tutorials. These videos are best understood after seeing Jessica's in-person demonstration. They are a good resource to refresh your understanding of the processes before you begin working. They do not replace good notes however.

Print Shop Access

- The Print shop will be open when Jessica is working and can oversee the shop as well as all health and safety protocols.
- In order to facilitate your outside class time to work in the shop, you will sign up for a designated weekly time slot, with Jessica. Along with your scheduled class time, you will only work in the print shop during this weekly time slot.
- The Print Shop hours and schedule will be relayed through an OWL announcement and posted on OWL at the beginning of September.

- **Students MUST sign up for scheduled time to work in the shop outside class time. You cannot just “drop in”. The technician can ask you to leave the Print Shop if you are not scheduled to work at that time.**
- Students scheduled to work in the shop must report to Jessica that they are present.

Print Shop Conduct

- Please be respectful of each other in the Print Shop inside and outside of class.
- Share the facilities equitably and also support a productive learning and working environment for everyone through your actions and words.
- Everyone who is registered in the course deserves to work in a respectful environment.
- As well, respect other people’s time by using the shop, which includes the materials and presses, efficiently.

Cleaning up your mess after you have worked in the Print Shop

- It is not the Professor or Printmaking Technician’s job to clean up after you. That is your responsibility.
- Give yourself a minimum 30 minutes time to clean up properly and thoroughly.
- You expect a clean environment when you begin working – make sure you are upholding that by making a clean environment for everyone working in the Print Shop.

Working on your Assignments by yourself

- It is expected that you create all your assignments with your own hands.
- Your boyfriend/girlfriend, classmate, best friend or any other individual ***cannot*** do the technical work for your assignments.
- Having unauthorized assistance to produce technical results that will be marked could be considered a scholastic offense and will result in a failing technical grade (zero = 0).
- If you need assistance technically, you must consult Tricia, your academic advisor and/or your SSD advisor.

Creating Original Imagery for Assignments

- It is expected that you create your printmaking assignments from original imagery that you have designed/created yourself, whether it is a drawing, a photograph or preliminary sketches in your sketchbook.
- There may be circumstances when you need to use Google Images as visual reference for specific subject matter in your printmaking assignments; please consult me and be ready to provide a reference link.
- Using another artist’s artwork and presenting it as your own original work is considered plagiarism as outlined in Departmental and University Policies below and has serious consequences.

CAUTION: Lock your print drawer and place anything of importance in your locker. Do not steal each other's art supplies and materials. Stealing is an offense and is grounds for being removed from the university, permanently

ACADEMIC CONSIDERATION:

All assignments in SA 4630A & SA 4632B need academic consideration if missed.

Students will have up to two (2) opportunities during the regular academic year to use an on-line portal to self-report an absence during the term, provided the following conditions are met: the absence is no more than 48 hours in duration, and the assessment for which consideration is being sought is worth 30% or less of the student's final grade. Students are expected to contact their instructors within 24 hours of the end of the period of the self-reported absence, unless noted on the syllabus. Students are not able to use the self-reporting option in the following circumstances:

- for exams scheduled by the Office of the Registrar (e.g., December and April exams)
- absence of a duration greater than 48 hours,
- assessments worth more than 30% of the student's final grade,
- if a student has already used the self-reporting portal twice during the academic year

If the conditions for a Self-Reported Absence are not met, students will need to provide a Student Medical Certificate if the absence is medical, or provide appropriate documentation if there are compassionate grounds for the absence in question. Students are encouraged to contact their Faculty academic counselling office to obtain more information about the relevant documentation.

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds, or for other reasons. **All documentation required for absences that are not covered by the Self-Reported Absence Policy must be submitted to the Academic Counselling office of a student's Home Faculty.**

For Western University policy on Consideration for Student Absence, see [Policy on Academic Consideration for Student Absences - Undergraduate Students in First Entry Programs](#)

and for the Student Medical Certificate (SMC), see:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf.

Please contact Professor Tricia Johnson after she has approved your academic considerations, in order to receive the new due date.

Outstanding assignments, that have been granted academic consideration, not received on the Final Day of University Classes for the Academic Year, as listed in the Academic Calendar, will be given a mark of 0 (zero).

Religious Accommodation:

Students should consult the University's list of recognized religious holidays, and should give reasonable notice in writing, prior to the holiday, to the Instructor and an Academic Counsellor if their course requirements will be affected by a religious observance. Additional information is given in the [Western Multicultural Calendar](#).

STUDENT CONDUCT:

All students will conduct themselves in a manner that will be consistent with the maturity and academic integrity expected of university students. Student conduct shall be consistent with the general laws of the community and with University regulations. Students shall show regard and respect for the rights, safety and property of all members of the University community and are expected to act in a responsible manner with the University and the community at large.
https://www.uwo.ca/univsec/pdf/academic_policies/appeals/code_of_conduct.pdf

ATTENDANCE:

Under university regulations, if someone misses more than 15% of their classes (15% is equivalent to missing 8 hours of Lecture and/or Studio Lab, due to absence or lateness, or a combination of both, per semester) without written corroboration for health or bereavement, students can be debarred from participation in final evaluations and/or assignments.

Note that if a student is consistently absent from a 3-hour class for 1 hour, they will exceed the 15% cutoff and be debarred; assignments may stop being accepted and such assignments will receive a mark of 0 (zero).

PLAGARISM:

Plagiarism, which may be defined as "The act or an instance of copying or stealing another's words or ideas and attributing them as one's own," will not be tolerated. (Citation excerpted from Black's Law Dictionary, 1999, 7th ed., p. 1170). This includes presenting the visual or aural work of another creator as your own. Visual or Aural Plagiarism may involve both hand-based media such as drawing, painting, printmaking and sculpture, as well as digital media such as photography, video and sound. It includes work subsequently manipulated or transferred between different media, as well as self-plagiarism – work submitted for assignments previously produced and graded for another course. Similar to textual plagiarism, all student work involving the visual or aural work of others must be appropriately cited/identified whether in print or orally.

Failure to do so will lead to similar academic penalties as those identified in Western's Academic Calendar.

ACADEMIC SANCTIONS:

In instances of non-payment of prescribed tuition and other fees, the University shall seal the academic record. When an academic record is sealed, the student will not be able to: a) view grades; b) register in future courses; c) receive transcripts or a degree diploma; d) obtain admission or readmission.

The above prohibitions shall be in force until such time as indebtedness to the University, including payment of fee for removal of the seal, has been cleared to the satisfaction of the University.

http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&Keywords=academic%20sanctions&SubHeadingID=169&SelectedCalendar=Live&ArchiveID=#SubHeading_169

Additional Course Material Request Policy

For online courses the material may be presented in a variety of ways at the instructor's discretion. Requests for additional material can only be made in cases necessitating academic accommodation. If a student requires Academic Accommodation for the course material, they can contact Western's Academic Support & Engagement department. <http://academicsupport.uwo.ca/>

Normal Building Access (September 1st to April 30th) (Subject to change):

The John Labatt Visual Arts Centre will be closed at 10:00pm each night Monday to Friday. There will be no after-hour access for undergraduate students. The Centre is open weekends 12:00pm-5:00pm unless otherwise posted; access by side entrances only. Students should be prepared to vacate the building promptly at 10:00pm and 5:00pm. You must also sign-in with the building monitors when working in the workshop areas outside of regular office hours.

Permission re: Promotion:

You grant permission for Western University to reproduce your name, information describing your artwork, representations of your work and any other information you have provided for the purpose of display, promotion and publicity either now or in the future.

By installing your artwork in the John Labatt Visual Arts Centre, you grant Western University an irrevocable, perpetual, royalty-free world-wide licence to photograph your artwork and use such photograph(s) for the promotion of your artwork and/or Western University, including, without limitation, advertising, display, editorial, packaging, promotion, television, social media, the Department of Visual Arts website, flickr, Twitter,

Instagram etc.). Students wishing to not have their work photographed should not exhibit it in the Visual Arts Centre, ArtLAB Gallery or Cohen Commons. As the area is open to the public, students, faculty, staff and other visitors will not be prohibited from photographing your artwork while on exhibit at the John Labatt Visual Arts Centre.

You otherwise retain all ownership in your artwork.

Electronic Devices:

During Lectures and Tutorials: Although you are welcome to use a computer during lecture and tutorial periods, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in class. **Unless explicitly noted otherwise, you may not make audio or video recordings of lectures – nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.**

Artwork Installation Liability Release:

You understand that the area where your artwork will be hanging or displayed is unsupervised and is in a part of the building that may be open to the public, day and evening, whether or not the building is open. Western University accepts no responsibility for damage to, or loss of, artwork at any time while on display or while being transported to or from the John Labatt Visual Arts Centre. By displaying your artwork in the John Labatt Visual Arts Centre, you accept all risk of loss or damage to your artwork. Western University does not provide insurance for the artwork on exhibition. If you wish to insure artwork, it is your responsibility to do so.

Removal:

Western University reserves the right to dispose of artwork not picked up by April 15th of each year.

Support Services:

There are various support services around campus and these include, but are not limited to:

1. Student Development Centre -- <http://www.sdc.uwo.ca/>
2. Student Health -- <http://www.shs.uwo.ca/student/studenthealthservices.html>
3. Registrar's Office -- <http://www.registrar.uwo.ca/>
4. Ombuds Office -- <http://www.uwo.ca/ombuds/>
5. Mental Health -- https://uwo.ca/health/mental_wellbeing/

Health and Wellness:

Western offers a variety of counselling services and several mental health resources for students. If you or a friend are feeling overwhelmed, confused or unsure of your mental health state, please don't ignore it. There are steps you can take to help yourself or help others. Western provides several on-campus health-related services to help engage in healthy living while pursuing your degree. For example, to support physical activity, all students receive membership in Western's Campus Recreation Centre. Further information regarding health and wellness-related services available to students may be found at <http://www.health.uwo.ca/>.

If you are in emotional or mental distress should refer to Mental Health Support at Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Gender Neutral Bathrooms:

There are two gender neutral bathrooms in the JLVAC. One is located in the ArtLAB and is open only during ArtLAB hours. A second single stall gender neutral bathroom can be found on the third floor of the JLVAC. Here is the full list of inclusive washrooms at UWO: http://www.uwo.ca/equity/doc/inclusive_washrooms.pdf.

Please contact the Media Lab Technician, Jennifer Slauenwhite (jslauen@uwo.ca), for card access to the elevator and stairs if you need the 3rd floor gender neutral/accessibile washroom for the academic year.