

Department of Visual and Creative Arts

MARIAN UNIVERSITY—INDIANAPOLIS



STUDENT HANDBOOK
2017-18



STUDENT HANDBOOK

2017-18



DEPARTMENT OF VISUAL *and* CREATIVE ARTS

MARIAN UNIVERSITY—INDIANAPOLIS

AUGUST 2017

TABLE OF CONTENTS

Welcome.....	1
Introduction.....	2
Department Faculty.....	3
Our Mission and Vision.....	4
Our Values.....	5
Department Policies	
Figure Study Studio Policy.....	6,7
Gallery and First Friday Attendance.....	7
Sketchbook Requirement.....	7
Studio Access.....	7
Security and Safety.....	7
Academic Advising.....	8
Portfolio Reviews	
Rubric.....	9
Foundation Review.....	10,11,12
Junior Review.....	13,14,15
Senior Review.....	16,17,18
Programs of Study	
Art History.....	19
Graphic Design.....	20
Studio Arts.....	21
Studio Arts/Art Therapy.....	22
Studio Arts/Education.....	23
Minors (Art History, Graphic Design, Photography, Studio Art).....	24
Gallery/Exhibitions	
Mission.....	25
Display.....	25
Preparation and Presentation of Artwork.....	25
How to Submit to the Gallery.....	25,26
How to Properly Hang Artwork.....	26
Senior Exhibition, Reception, and Portfolio	
Content of Show	
Artwork.....	27
Exhibition Statement.....	27
Labels.....	28
Advertising.....	28
Reception.....	28
Finishing Up.....	29
Final Documentation.....	29
Exhibition Space	
Marian University Art Gallery.....	30
Marian Hall Gallery.....	31
Art & Material Suppliers.....	32

WELCOME

This handbook is meant to be an important resource for many of the questions you'll have while a student in the Department of Visual *and* Creative Arts at Marian University. You'll find essential information regarding faculty, department policies, major requirements, exhibition guidelines, where to buy supplies, and much more. Keep this handbook in a convenient location so you'll be able to answer the questions that seem to only arise at the least convenient time of day or night.

If, by chance, the information you're seeking isn't in this handbook, be sure to let us know and we'll try to include it in future handbook updates. Have a great year, and remember: If you ask a faculty member a question that can be answered by the information found in this handbook, you'll hear in response, "Where's your student handbook?"

Follow your department at:
www.facebook.com/marianvizarts/

INTRODUCTION

The Department of Visual and Creative Arts provides art history, graphic design, studio art, photography, art education, and art therapy programs that are an integral part of a value-centered liberal arts curriculum. We mentor students in small classes that develop their inherent visual abilities through the study of art history, the practice of art, and the understanding of art theory. Our program is open to individuals of all disciplines who require an understanding of visual language. Students in the VCA major are offered programs that prepare them for graduate school as well as professions that utilize visual skills and understanding. Finally, all of the department's disciplines are structured to foster habits of life-time learning. This attitude is achieved by extending the learning environment outside the classroom through field trips, service learning, internships, study abroad programs, and volunteer activities.

Our creative journey begins with an innovative foundations program where classes are team taught. You will join other visual creators guided by passionate professors, who are also accomplished professional artists. Your professors are a community committed to helping you develop your technical skills, advance your visual literacy, infuse your intellectual curiosity and sharpen your ability to aesthetically conceptualize ideas. As you master these areas, you will find yourself becoming part of that creative community.

Next you will explore the history of visual art production and the media specific to your program. We maintain that art is about understanding our past, present and future, discovering, testing our assumptions, and taking creative risks. You will participate in regular class critiques and collaborations that will deepen your acquisition of technical and creative skills. Through these interactions, you will advance your own creative voice and confidence. This ability to communicate your vision effectively will prove crucial as you begin planning for your long-range career and professional goals.

Finally, having guided your capacity to think critically and to respond in visually creative ways, we encourage your full involvement with a broad range of practical and theoretical issues. During your advanced coursework, culminating in your senior project and exhibition, you will continue your career and professional practices with service-learning experiences and internships. Working closely with research-active art faculty and visiting artists, you will polish and refine your visual sensibilities joining our next generation of creative risk takers.

DEPARTMENT FACULTY



Jenny Ambroise, M.F.A.
Assistant Professor of Art and Art History
jambroise@marian.edu
317.955.6266
Michael Evans Center 2nd Floor



Bradley Cavallo, Ph.D.
Assistant Professor of Art History
bcavallo1@marian.edu
317.955.6674
Caretaker's Cottage 2nd Floor



William Foley
Assistant Professor of Photography
wfoley@marian.edu
914.645.4367
Michael Evans Center 2nd Floor



Jamie Higgs, Ph.D.
Associate Professor of Art and Art History
jhiggs@marian.edu
317.955.6432
Caretaker's Cottage 2nd Floor



Crystal Vicars-Pugh, M.F.A.
Assistant Professor of Fine Arts
Director, Marian University Art Galleries
cvicarspugh@marian.edu
317.955.6665
Caretaker's Cottage 1st Floor



Kevin R. Rudynski, M.F.A.
Associate Professor of Art/Graphic Design
Chair, Visual and Creative Arts Department
krudynski@marian.edu
317.955.6381
Caretaker's Cottage 1st Floor

Learn more about your faculty
online at: www.marian.edu

OUR MISSION

The Department of Visual and Creative Arts is committed to intellectual practices that uniquely develop both creative and critical thinking-by-doing capacity crucial to success in contemporary visual arts professions.

“Our mission is to engage, educate, and mentor the next generation of visual arts leaders for creative social change.”

OUR VISION

We envision the Department of Visual and Creative Arts at Marian University becoming a regional center and community resource for creativity, discovery, and realization of art, faith, and culture. Faculty and students work to understand and integrate practices of faith and practices of art, around creative risk taking, so as to contribute new perspectives on their interrelations to communities of visual arts, especially those in central Indiana.

We see that graduates of our programs are regarded for both their strong professional ability and personal integrity. Our studies aim to develop the whole person with concern for who they are, not just what they do. Therefore, we see graduates of our programs becoming creative leaders in many paths of life.

OUR VALUES

In harmony with Marian University's Franciscan values, the Department of Creative *and* Visual Arts recognizes core values interwoven throughout our teaching and learning environments. Our commitment to the interrelation of the university's values and our program values distinguishes the visual and creative arts at Marian University.

Integrity

We believe that our actions must embody our mission and vision which in turn promotes trust and contributes to the health of the whole person.

Hospitality

We are deeply committed to cultivating a community that manifests freedom for individual voices and diverse ideas.

Inquiry

We actively embrace questioning and the creation of a free and open learning community that shares a sense of wonder at the world around us.

Creativity

We champion the courage to risk innovative thinking toward the benefit of a healthy world.

Discipline

We are committed to practices that encourage creativity, faithful engagement, and self motivation toward the realization of ideas.

Collaboration

We vigorously promote inclusion and participation welcoming diverse contributions and initiating shared opportunities for creative endeavors.

Service

We are steadfast stewards of our intrinsic gifts and devote ourselves to the service of community through everyday work.

Spirituality

We nurture an environment for the discovery of personal meaning and the unfolding of our interwoven journeys.

DEPARTMENT POLICIES

FIGURE STUDY STUDIO POLICY

Marian University is committed to educating and enriching the whole person including exposure to enduring forms of aesthetic and creative expression. In the great tradition of the humane sciences in western civilization, we hold it as axiomatic that knowledge of drawing the human form is fundamental to the study of art and the training of professional artists in a liberal arts education. Therefore, students who enroll at Marian University as visual and creative arts majors, are choosing not only a curriculum that has been carefully crafted but also to engage with studio practices that have served as the basis for the preparation of artists throughout history. At Marian University, we are committed to teaching the fundamentals of art and design that have included the study of the nude figure since the Greek inception of democracy.

In preparation for drawing from the model, we specifically discuss in class why we draw from the figure and what the student can expect. We also review the protocols described below to ensure that a dignified and respectful environment is maintained. Ongoing discussions, artist presentations, slide lectures, further anatomical studies and readings all contribute to the development of the individual student and allow for proper context and reflection on the experience. A course syllabus is available for review.

Our protocols in the classroom are highly professional and appropriate. Instructors, teaching official Marian courses, use professional figure models if the nude is the object of assignment. We do not hire students; we hire outside the university. Models are paid a professional rate like any other contract employee of the university. Models are given a private space in which to change; students are never allowed in this space when the model is present. Students never see a model changing into or out of his or her clothes. Models also utilize robes or other clothing during breaks. Students are never allowed to approach the model while he or she is posing. We do not have models in our first-semester foundation courses, we draw or paint from the figure only in our advanced studio classes. Our models do not wear suggestive clothing that could change the understanding of our classroom as a learning environment. Windows and doors are always closed when classes are in session and no visitors are allowed.

PROTOCOLS FOR FIGURE STUDIES OUTSIDE THE CLASSROOM

The figure, including the nude, has long served as a source of study and inspiration for artists from the time of the ancient Greeks to the present. When engaging in figure studies (nude, draped, or clothed), outside the classroom, students must observe a high degree of professionalism.

- Students should never work with an under-age model (under the age of 18), nude or otherwise, without a signed consent form, contract, and parental observation.
- Students may work with figure models but should refrain from using models, who are

DEPARTMENT POLICIES

Continued

current students, for nude studies (exceptions can be made for VCA majors upon discussion with the chair of the department).

- Without exception, students must obtain a signed release form and contract from ALL figure models.

GALLERY AND FIRST FRIDAY ATTENDANCE REQUIREMENTS

You must attend one Marian University Art Gallery event and one First Friday event each semester. Your completion of this requirement will be tracked within the ART or ARH courses you are enrolled in each semester.

SKETCHBOOK REQUIREMENT

The practice of keeping a sketchbook is an important part of your creative development throughout your studies in our department. In addition to developing your ideas for class projects, use your sketchbook to track ideas for independent projects. Vigilant use of your sketchbook will become a valuable resource for ideas for future projects and a record of your thinking process. Sketchbook(s) must be presented as a part of your portfolio reviews.

STUDIO ACCESS AND USE

Access and use of a department studio (painting, photography, ceramics, digital design, drawing/2-D) requires that you are enrolled in a department course and completing a major or minor in the department. You must receive permission from the faculty member responsible for a particular studio if you do not meet the requirements for access.

Studio policies for facility and equipment use/maintenance must be adhered to as established by the faculty in order to continue studio use outside of class meeting times.

No guests are allowed in studios unless permission is received by the faculty.

Current majors who are not enrolled in a department course should seek approval of the faculty for access to a studio.

SECURITY AND SAFETY

If you are taking a course that meets in the Evans Center, your student ID will be enabled to provide access to the building.

- Avoid working alone in a studio after hours.
- Do not share the graphic design studio door access security code with other students outside of the department. Passwords to the computers and printers in the graphic design lab should not be shared.
- Only use equipment if you have received proper training from the faculty.
- Follow instructions for the proper use and disposal of materials.

ACADEMIC ADVISING

From the 2015-16 Marian University Catalog (page 15)

“Advising is a collaborative process that encourages students to take ownership of their academic experience by exploring dreams, identifying goals, and developing meaningful academic plans... (Advising) Assignments are made according to the student’s declared major.”

- Students are responsible for planning and implementing the ideal four-year plan as provided by the department advisor for your major. (See pages 9-12)
- Students are responsible for contacting their major advisor at the appropriate time to schedule their class for the upcoming semester.
- Please prepare for the advising session by reviewing the schedule of classes and planning a schedule to discuss with your advisor.

The following rubric is used for all portfolio reviews throughout the program.

Remediating ●○○○○

- Does not ask “why/how” questions
- Does not respond to or propose ideas, questions and projects
- Does not make connections
- Draws only on the dialogue, ideas and achievements of others
- Does not establish organizing frameworks
- Has difficulty in interpreting ideas, concepts, and/or possibilities
- Struggles to generalize and transfer skills & knowledge
- Does not utilize resources to translate ideas/concepts into actions/processes/products

Emulating ○●○○○

- Asks “why/how” questions in basic ways
- Responds to ideas, questions and projects in expected ways
- Sees only obvious superficial connections
- Draws on the dialogue, ideas and achievements of others
- Thinks within existing organizing frame works
- Interprets ideas, concepts, and/or possibilities in expected ways
- Draws on presented skills & knowledge
- Utilizes resources to translate ideas/concepts into actions/processes/products

Practicing ○○○●○

- Challenges conventional thinking
- Incubates new ideas/concepts
- Reinterprets & applies learning in new contexts
- Integrates and synthesizes ideas and concepts
- Makes associations between things not usually connected
- Envisions possibilities, problems, and challenges from multiple perspectives
- Constructs and tests models/prototypes
- Makes improvement in processes
- Adapts/utilizes tools and resources to enhance evolving concepts
- Understands elements of professional practice
- Participates in collaborative opportunities

Modeling ○○○●○

- Identifies problems not previously recognized
- Strengthens challenges with alternative approaches
- Creates new ideas, concepts, and/or possibilities
- Creates new frameworks to organize ideas
- Communicates new ideas in novel or unexpected ways
- Formulates conclusions based on connections
- Engages in continuous improvement
- Employs professional practices
- Provides leadership in collaborative opportunities

FOUNDATION PORTFOLIO REVIEW GUIDELINES AND PREPARATIONS

Eligibility:

Upon the completion of the sequence (ART 110, 120, 206, 255, ARH 240), usually at the end of the sophomore year, VCA majors are required to submit their work for a foundation portfolio review. The review is a degree requirement for all program areas. You must be a declared major to be eligible for the review process. A passed foundation review is requisite for admission into all intermediate level courses.

Process:

A review panel consisting of VCA faculty members will meet with each student at a scheduled time for a thirty-minutes. While the reviews are public, discussion and questioning is limited to the faculty and the student presenter. Students should be ready to present their work at the start of the scheduled thirty minute time frame. Schedules for the review day are coordinated through the Foundation Review coordinator. Every effort is made to accommodate a student's class schedule, but it is the responsibility of the student to sign up for a review. The Foundation Review coordinator also facilitates assigning a room for the review. Prompt removal of artwork from the room is expected upon the conclusion of the review.

In preparation of your review, each student should prepare for the portfolio review in consultation with your program faculty.

- Organize and review your portfolio work from all of the foundation courses. In addition to all visual work, be sure to include the following:
 - Sketchbooks
 - Journals
 - Binder containing samples of writing from each course i.e. project rationales, proposals, writing prompts , etc. The binder should be organized by course.
 - ARH writing products
 - Annotated Art/Design work Exemplars and Bibliography
- Write an assessment statement of your foundation work. Include reflections on your progress through the program. Reflect on significant learning experiences, community, your contributions, strengths, weaknesses, and intentions for your program of study. Email a copy for each faculty one week prior to your review.
- Print out a copy of your transcript from your CAMS account. Include this with your written Foundation Assessment.
- Prepare the presentation of your visual products in the classroom before the start of your review.
- Sign up for a review time with the Foundation Review coordinator and check to see in which room your review will be held.
- Reviews begin and conclude at the scheduled time. Failure to properly prepare for the review or begin on time may lead to a rescheduled review.

Review Outcomes

Faculty decisions are mailed to students through Marian email within a few days of the review, and faculty feedback forms follow within a few weeks that provide detailed assessments of foundation competencies along with comments from each faculty. The following are the determinations made by the faculty panel:

- Pass: All competencies are successfully met and the student is fully accepted into the program and able to continue study in your area of program interest.
- Probation: Not all competencies are acceptably met, and a student is required to attend to and strengthen areas identified by faculty as needing further development. There are several ways to attend to portfolio deficiencies, and likely, all approaches will be required to improve your portfolio.
 - a) Redo/revise existing studio projects which address portfolio weaknesses;
 - b) Create new artwork following project briefs from foundations course which directly address portfolio weaknesses;
 - c) Include new studio projects from presently enrolled courses that directly address portfolio weaknesses. Your portfolio of revised and new works will then be reviewed by the faculty panel one semester later for consideration of full-program acceptance. Closely consult with your program advisor throughout this probation period. Please note that a probationary status allows you to continue onto the next level of coursework in a department program, but you must pass the portfolio review in order to continue in the program.
- Fail: Failure to minimally address foundations competencies means acceptance is not granted into any of the department program areas. Enrollment into next-level courses is not permitted unless successfully appealed. A determination of 'fail' following a portfolio review is implemented only after the faculty panel has reviewed a probationary portfolio, and it is determined that all avenues for improvement have been explored and exhausted.

Students are encouraged to meet with their program advisor in preparation of the review and to follow up the review decision.

Appeal Procedures:

Only the determination of 'Fail' can be appealed by the student. A letter of appeal that includes reasons for the appeal should be sent to the chair. The chair will present the appeal to the portfolio review committee for consideration. The committee's decision will be sent in writing to the student within a reasonable timeframe.

*** Failure to schedule a foundation portfolio review or show up at a scheduled review prevents scheduling additional VCA courses until a review is completed.**

IV. Objectives – Define four to five objectives to be accomplished in your project work. These objectives should be measurable/assessable; both quantifiably and qualitatively. Develop objectives that relate to the following criteria:


- a. Concept development
- b. Formal development
- c. Craft and skill
- d. Presentation

V. Evaluation Criteria – Establish criteria for the evaluation of your work. Quantity and quality should be addressed. Evaluation criteria should relate to the objectives you established in Part IV.

VI. Proposed Calendar – Establish a calendar for stages of development and completion of your project throughout the semester.

Review Outcomes:

- A. Students whose proposals are approved by the faculty panel may register for all of the final sequence of courses and pre-approval to participate in the senior exhibition.
- B. Students whose proposals are not accepted will receive a determination of ‘continuation.’ You will receive input from the faculty panel about your portfolio and senior project proposal and direction regarding a timeframe for resubmitting your proposal for review. Registration in ART 491 Portfolio Preparation and approval in the senior exhibition is contingent upon an approved proposal.
- C. Students resubmitting because of a schedule change in graduation or because of a substantial change in a previously approved proposal may either have the changes accepted outright or be asked to meet new criteria in light of the changes.
- D. In rare circumstances, a student may be judged unable to fulfill the remaining program requirements and barred from further work in the major. Students under these circumstances may consult with the department chair regarding the appeals process.



DEPARTMENT OF VISUAL and CREATIVE ARTS

JUNIOR PORTFOLIO & SENIOR PROJECT PROPOSAL REVIEW / RE-REVIEW | FACULTY ASSESSMENT & FEEDBACK | MARIAN UNIVERSITY

		Major/Minor and/or Cluster	
Portfolio of		Graphic design	Studio arts
Date of Review			
		First Review	Complete Visual Portfolio
		Re-Review	Proposal for Senior Work
		Transcript Reviewed	Sketchbooks/Journals

DOP		JUNIOR PORTFOLIO COMPETENCIES		Evidence of Appropriateness and Preparation
VISUAL PORTFOLIO	BIK	Demonstrates understanding of formal and theoretical principles	○○○○	<p>SENIOR PROJECT PROPOSAL</p> <p>Evidence of Research: Annotated Exemplars and Bibliography ○○○○</p>
	BIK	Employs creative strategies and developmental methodologies	○○○○	
	IS	Creatively synthesizes form and content into reasoned visual solutions	○○○○	
	AL	Demonstrates understanding and exploration of tools and materials use	○○○○	
	AL	Demonstrates judgment, dexterity and care in the process of making	○○○○	
	BIK	Demonstrates awareness of art/design historical, cultural, and stylistic sources	○○○○	
WRITING PORTFOLIO	BIK	Descriptively	○○○○	<p>NOTES/RECOMMENDATIONS</p>
	IS	Analytically	○○○○	
	AL	Critically	○○○○	
	BIK	Reflectively	○○○○	
PROF COMMUNITY/ CITIZENSHIP	BIK	Evinces Professional Preparation	○○○○	
	CL	Understands responsibility of individual contributions to the learning community	○○○○	
PERSONAL DEVELOPMENT	CL	Makes connections between personal art making and contemporary world issues	○○○○	
	FEET	Articulates a MIVY for art/design that brings together the mind, body, and spirit	○○○○	
FEET		Creates visual art products that directly engage personal MIVY	○○○○	

●○○○ REMEDIATING ●●○○ EMULATING ○●○○ PRACTICING ○○○● MODELING

(PLEASE REVIEW RUBRIC ON BACK PAGE)

Faculty Signature/Date

SENIOR REVIEW

Your Senior Portfolio Review will be conducted at the conclusion of your program of studies in our department, typically in the semester of your senior exhibition. All visual and creative arts majors must sit for a Senior Portfolio Review as a concluding experience of your studies in the department. You should plan on setting aside forty-five minutes for this review.

What you need to prepare:

Seniors will prepare a final digital senior portfolio as introduced in ART 491 Portfolio Prep. The portfolio should include the products listed below and each should be saved as a PDF. Each product should have your name and other relevant information depending on the nature of the document. Your final portfolio products* should be uploaded to Canvas by the last day of regular classes – not finals exam week. You should name your files accordingly: lastname_firstname_productname.pdf

- Exhibition Portfolio
Visual documentation of your senior exhibition. This presentation may take the form of photographs and/or video.
- Digital Visual Portfolio
20 visual art or design works. This portfolio should include your senior exhibition work and additional art or design work that will support a job search or graduate school application.
- Image List
A list of the work in your Digital Visual Portfolio including the following information:
 - a. Title
 - b. Medium
 - c. Size
 - d. Thumbnail Image
- Exhibition Statement
- Annotated Bibliography & Visual Exemplars
- Mission, Vision and Values Statements
- Résumé or Curriculum Vitae
- Photographic Self-Portrait

* These portfolio products should be thoughtfully presented with concern for quality, consistency, and thoroughness.

For your review, be prepared to discuss the following points with the faculty:

- Important concepts and themes of the work in your exhibition;
- Your thoughts on the importance of materials and processes to your work;
- Important historical and contemporary artists and designers to your work;
- The strengths and weaknesses of your portfolio work;
- Your professional plans following graduation.

Outcomes:

Successful completion of the senior portfolio review fulfills the Senior Comprehension graduation requirement as described in the university catalog.

Successful completion means:

- Appropriately presented senior exhibition;
- Satisfactorily fulfilled senior portfolio review expectations;
- Timely submission of all required portfolio materials to the department.

Failure to complete any of the requirements may delay graduation.



DEPARTMENT OF VISUAL and CREATIVE ARTS

Portfolio of	Exhibition Portfolio	Annotated Bibliography & Visual Exemplars
Date of Review	Digital Visual Portfolio/Image List	Mission, Vision and Values Statements
Program	Exhibition Statement	Resume or Curriculum Vitae/Portrait
<input type="radio"/> Graphic Design	Major/Minor and/or Cluster	
<input type="radio"/> Studio Arts		

SENIOR PORTFOLIO COMPETENCIES		QUALITY OF VISUAL PRODUCTS	
BIK	Demonstrates understanding of formal and theoretical principles	○○○○	
BIK	Employs creative strategies and developmental methodologies	○○○○	
IS	Creatively synthesizes form and content into reasoned visual solutions	○○○○	
AL	Demonstrates understanding and exploration of tools and materials use	○○○○	
AL	Demonstrates judgment, dexterity and care in the process of making	○○○○	
BIK	Demonstrates awareness of art/design historical, cultural, and stylistic sources	○○○○	
BIK	Writes effectively across four key areas	Descriptively	○○○○
IS		Analytically	○○○○
AL		Critically	○○○○
BIK		Reflectively	○○○○
BIK	Evinces Professional Preparation	○○○○	
CL	Understands responsibility of individual contributions to the learning community	○○○○	
CL	Makes connections between personal art making and contemporary world issues	○○○○	
FEET	Articulates a MVV for art/design that brings together mind, body, and spirit	○○○○	
FEET	Creates visual art products that directly engage MVV	○○○○	

QUALITY OF VISUAL PRODUCTS

DIGITAL PORTFOLIO ○○○○

SENIOR EXHIBITION ○○○○

QUALITY OF WRITING PRODUCTS:

EXHIBITION STATEMENT ○○○○

EXEMPLARS/BIBLIOGRAPHY ○○○○

CV ○○○○

MISSION/VISION/VALUES ○○○○

IS THIS SENIOR PREPARED FOR PROFESSIONAL PRACTICE OR GRADUATE SCHOOL? YES NO

Faculty Signature / Date

●○○○ REMEDIATING

●○○○ EMULATING

○○○○ PRACTICING

○○○○ MODELING

(PLEASE RETURN RUBRIC ON BACK PAGE)

YEAR ONE: FALL SEMESTER - (16 CREDITS)			YEAR ONE: SPRING SEMESTER - (15 CREDITS)		
Course	Course Title	Credits	Course	Course Title	Credits
In. ENG or Elective		3	ENG 112	Written Analysis of Literature/Elective	3
Foreign Language		4	Math		3
FYS 110	First Year Seminar	3	ART 120	Drawing and Design II	3
ART 110	Drawing and Design I	3	ART 255	Photography I	3
ART 206	Design and Color Theory	3	Elective		3
YEAR TWO: FALL SEMESTER - (16 CREDITS)			YEAR TWO: SPRING SEMESTER - (16 CREDITS)		
Minor		3	HUM	Literature, Art, and Music in the Western Tradition II	3
COM 101	Fundamentals of Speech	3	THL 105	Introduction to Theology	3
PHL 130	Human Nature and Person	3	Science with Lab		4
ARH 240	Survey of Western Art	4	ART 221	Introduction to Painting	3
ART 201	Basic Three-D Design	3	Elective		3
YEAR THREE: FALL SEMESTER - (18 CREDITS)			YEAR THREE: SPRING SEMESTER - (17 CREDITS)		
Minor		3	Social. Know.		3
Behav. Kn.		3	ARH 247	Survey of Intercultural Art	4
THL 200	Upper-Level Course	3	ARH 300	300-Level Course	3
ARH 300	300-Level Course	3	ARH 490	Senior Thesis Seminar	1
Elective		3	ART	Upper-level Art Course	3
Elective		3	Elective		3
YEAR FOUR: SPRING SEMESTER - (15 CREDITS)			YEAR FOUR: SPRING SEMESTER - (15 CREDITS)		
Minor		3	Minor		3
Minor		3	Minor		3
ARH 300	300-Level Course	3	ARH 300	300-Level Course	3
ARH 490	Senior Thesis Seminar	2	Elective		3
ART 490	Senior Seminar	1	Elective		3
Elective		3		SENIOR THESIS DEFENSE	

The required courses in the major are well designed, as a program meeting CAA Guidelines, for preparation for graduate school and general career skills acquisition. This four-year, sample schedule is for planning purposes only. This is not an official document. You are required to meet with an Academic Advisor each semester. Graduating seniors must have a minimum of 128 semester hours, with a minimum of 64 of those hours in 200-, 300-, and 400- level courses. (4.11.2017)

PROGRAMS OF STUDY

GRAPHIC DESIGN (2017-18 Catalog)

YEAR ONE: FALL SEMESTER - (16 CREDITS)			YEAR ONE: SPRING SEMESTER - (15 CREDITS)		
Course	Course Title	Credits	Course	Course Title	Credits
In. ENG or Elective		3	Elective		3
Foreign Language		4	ENG 112	Written Analysis of Literature/Elective	3
FYS 110	First Year Seminar	3	Math		3
ART 110	Drawing and Design I	3	ART 120	Drawing and Design II	3
ART 206	Design and Color Theory	3	ART 255	Photography I	3
YEAR TWO: FALL SEMESTER - (16 CREDITS)			YEAR TWO: SPRING SEMESTER - (16 CREDITS)		
Behavioral Know.		3	HUM	Literature, Art, and Music in the Western Tradition II	3
COM 101	Fundamentals of Speech	3	THL 105	Introduction to Theology	3
PHL 130	Human Nature and Person	3	Science with Lab		4
ARH 240	Survey of Western Art	4	Social Kn.		3
ART 229	Graphic Des Prin, Meth, Prac	3	ART 226	Typography	3
				FOUNDATIONS PORTFOLIO REVIEW	
YEAR THREE: FALL SEMESTER - (18 CREDITS)			YEAR THREE: SPRING SEMESTER - (18 CREDITS)		
Minor		3	Minor		3
Minor		3	Minor		3
ARH 300	300-Level Course	3	ARH 300	300-Level Course	3
ART 327	Creative Thinking (Fall)	3	ART 343/ ART 349	Design for Print Media or History, Theory, and Practice in Graphic Design	3
THL 200	Upper-Level Course	3	Elective		3
Elective		3	Elective		3
				JUNIOR PORTFOLIO REVIEW	
YEAR FOUR: SPRING SEMESTER - (15 CREDITS)			YEAR FOUR: SPRING SEMESTER - (15 CREDITS)		
Minor		3	Minor		3
ART 341	Design for Social Impact (FE Only)	3	ART 349/ ART 343	History, Theory, and Practice in Graphic Design or Design for Print Media	3
ART 490	Senior Seminar	1	ART 429	Design for Digital Media	3
ART 491	Senior Portfolio/Profes Practices	2	Elective		3
Elective		3	Elective		3
Elective		3		SENIOR PORTFOLIO REVIEW	

The required courses in the major are well designed, as a program meeting CAA Guidelines, for preparation for graduate school and general career skills acquisition. This four-year, sample schedule is for planning purposes only. This is not an official document. You are required to meet with an Academic Advisor each semester. Graduating seniors must have a minimum of 128 semester hours, with a minimum of 64 of those hours in 200-,300-, and 400- level courses. (4.11.2017)

PROGRAMS OF STUDY

STUDIO ARTS (2017-18 Catalog)

YEAR ONE: FALL SEMESTER - (16 CREDITS)			YEAR ONE: SPRING SEMESTER - (15 CREDITS)		
Course	Course Title	Credits	Course	Course Title	Credits
FYS 110	First Year Seminar	3	ENG 112	Written Analysis of Literature/ Elective	3
In. ENG or Elective		3	Math		3
Foreign Language		4	ART 120	Drawing and Design II	3
ART 110	Drawing and Design I	3	ART 255	Photography I	3
ART 206	Design and Color Theory	3	Elective		3
YEAR TWO: FALL SEMESTER - (16 CREDITS)			YEAR TWO: SPRING SEMESTER - (16 CREDITS)		
COM 101	Fundamentals of Speech	3	HUM	Literature, Art, and Music in the Western Tradition II	3
PHL 130	Human Nature and Person	3	THL 105	Introduction to Theology	3
ARH 240	Survey of Western Art	4	Science with Lab		4
ART 201	Basic Three-D Design	3	ART 221	Introduction to Painting	3
Elective		3	Elective		3
				FOUNDATIONS PORTFOLIO REVIEW	
YEAR THREE: FALL SEMESTER - (18 CREDITS)			YEAR THREE: SPRING SEMESTER - (18 CREDITS)		
Behavioral Know.		3	Social Kn		3
THL 200	Upper-Level Course	3	ARH 300	300-Level Course	3
ARH 300	300-Level Course	3	ART 300	Sculpture or ART Elective	3
ART 105	Ceramics or ART Elective	3	Minor		3
Minor		3	Minor		3
Elective		3	Elective		3
				JUNIOR PORTFOLIO REVIEW	
YEAR FOUR: SPRING SEMESTER - (15 CREDITS)			YEAR FOUR: SPRING SEMESTER - (15 CREDITS)		
ART	ART Elective	3	ART	ART Elective	3
ART 490	Senior Seminar	1	Minor		3
ART 491	Senior Portfolio/Profes Practices	2	Minor		3
Minor		3	Elective		3
Elective		3	Elective		3
Elective		3		SENIOR PORTFOLIO REVIEW	

The required courses in the major are well designed, as a program meeting CAA Guidelines, for preparation for graduate school and general career skills acquisition. This four-year, sample schedule is for planning purposes only. This is not an official document. You are required to meet with an Academic Advisor each semester. Graduating seniors must have a minimum of 128 semester hours, with a minimum of 64 of those hours in 200-, 300-, and 400- level courses. (4.11.2017)

PROGRAMS OF STUDY

STUDIO ART/ART THERAPY (2017-18 Catalog)

YEAR ONE: FALL SEMESTER - (15 CREDITS)			YEAR ONE: SPRING SEMESTER - (16 CREDITS)		
Course	Course Title	Credits	Course	Course Title	Credits
FYS 110	First Year Seminar	3	ENG 112	Written Analysis of Literature	3
In. ENG or Elective		3	Foreign Language		4
Behavioral Know.	PSY 101	3	ART 120	Drawing and Design II	3
ART 110	Drawing and Design I	3	Minor	PSY 230—Abnormal Psychology	3
ART 206	Design and Color Theory	3	Elective		3
YEAR TWO: FALL SEMESTER - (16 CREDITS)			YEAR TWO: SPRING SEMESTER - (16 CREDITS)		
COM 101	Fundamentals of Speech	3	HUM	Literature, Art, and Music in the Western Tradition II	3
Math	Minor-PSY 205	3	Science with Lab		4
ARH 240	Survey of Western Art	4	ART 255	Photography I	3
ART 201	Basic Three-D Design	3	Minor	PSY 220—Human Growth and Development	3
Elective		3	Elective		3
				FOUNDATIONS PORTFOLIO REVIEW	
YEAR THREE: FALL SEMESTER - (18 CREDITS)			YEAR THREE: SPRING SEMESTER - (18 CREDITS)		
PHL 130	Human Nature and Person	3	THL 105	Introduction to Theology	3
Social Kn.		3	ARH 300	300-Level Course	3
ARH 300	300-Level Course	3	ART 221	Introduction to Painting	3
ART 105 or ART 371	Ceramics (F) or Introduction to Art Therapy (FE Only)	3	ART	ART Elective	3
Minor	PSY 335—Theories of Personality	3	Minor	PSY Elective	3
Elective		3	Elective		3
				JUNIOR PORTFOLIO REVIEW	
YEAR FOUR: SPRING SEMESTER - (15 CREDITS)			YEAR FOUR: SPRING SEMESTER - (15 CREDITS)		
ART 105 or ART 371	Ceramics (F) or Introduction to Art Therapy (FE Only)	3	THL	Upper-Level Course	3
ART	ART Elective	3	ART 461	ART Therapy Internship (PR ART 371)	3
ART 490	Senior Seminar	1	ART	ART Elective	3
ART 491	Senior Portfolio/Profes Practices	2	Elective		3
Elective		3	Elective		3
Elective		3		SENIOR PORTFOLIO REVIEW	

The required courses in the major are well designed, as a program meeting CAA Guidelines, for preparation for graduate school and general career skills acquisition. This four-year, sample schedule is for planning purposes only. This is not an official document. You are required to meet with an Academic Advisor each semester. Graduating seniors must have a minimum of 128 semester hours, with a minimum of 64 of those hours in 200-, 300-, and 400- level courses. (4.11.2017)

PROGRAMS OF STUDY

STUDIO ARTS/EDUCATION (For most current requirements, see an advisor in VCA and Education Departments)

YEAR ONE: FALL SEMESTER - (16 CREDITS)			YEAR ONE: SPRING SEMESTER - (18 CREDITS)		
Course	Course Title	Credits	Course	Course Title	Credits
Foreign Language		4	ENG 112	Written Analysis of Literature/Elective	3
FYS 110	First Year Seminar	3	Math		3
ART 110	Drawing and Design I	3	Behav. Know.	PSY 101 or 220	3
ART 206	Design and Color Theory	3	ART 120	Drawing and Design II	3
EDU 224	Protocols for Effective Cl. Obser.	3	ART 255	Photography I	3
			SPD 230	Special Education for GEN ED Teachers	3
YEAR TWO: FALL SEMESTER - (16 CREDITS)			YEAR TWO: SPRING SEMESTER - (16 CREDITS)		
COM 101	Fundamentals of Speech	3	HUM	Literature, Art, and Music in the Western Tradition II	3
PHL 130	Human Nature and Person	3	Science with Lab		4
ARH 240	Survey of Western Art	4	ART 221	Introduction to Painting	3
ART 201	Basic Three-D Design	3	EDU 255	Introduction to Secondary Schools	3
EDU 318	English Learners & Diversity	3	PSY 365	Psychology of Adolescence	3
				FOUNDATIONS PORTFOLIO REVIEW	
YEAR THREE: FALL SEMESTER - (18 CREDITS)			YEAR THREE: SPRING SEMESTER - (15 CREDITS)		
Social Kn.		3	THL 200	Upper-Level Course	3
THL 105	Introduction to Theology	3	ARH 300	300-Level Course	3
ARH 300	300-Level Course	3	ART 300	Sculpture or ART Elective	3
ART 105	Ceramics or ART Elective	3	EDU 351	Reading and Writing in Content Areas	3
Elective		3	EDU 453	Teaching in Middle Schools	3
Elective		3			
				JUNIOR PORTFOLIO REVIEW	
YEAR FOUR: SPRING SEMESTER - (17 CREDITS)			YEAR FOUR: SPRING SEMESTER - (12 CREDITS)		
ART	ART Elective	3	EDU 473	Clinical Internships	9
ART	ART Elective	3	EDU 491	Clinical Internships Senior Seminar	3
ART 491	Senior Portfolio/Profes Practices	2			
EDU 446	Creating Positive Classroom	3			
EDU 447	Assessment for Learning	3			
Elective		3		SENIOR PORTFOLIO REVIEW	

The required courses in the major are well designed, as a program meeting CAA Guidelines, for preparation for graduate school and general career skills acquisition. This four-year, sample schedule is for planning purposes only. This is not an official document. You are required to meet with an Academic Advisor each semester. Graduating seniors must have a minimum of 128 semester hours, with a minimum of 64 of those hours in 200-, 300-, and 400- level courses. (4.11.2017)

PROGRAMS OF STUDY

ART HISTORY

26 total credits in ARH and ART.

Required ARH courses:

- 240 Survey of Western Art
- 247 Survey of Intercultural Art

and the selection of three ARH courses from:

- 330 The Classical World
- 335 The Medieval West
- 337 The Byzantine East
- 342 The Renaissance
- 343 The Age of Kings
- 344 The Modern World
- 346 The Contemporary Scene
- 347 Intercultural Art
- 357 American Art and Architecture
- 380 Special Topic In Art History

Required ART courses:

- 110 Drawing and Design I (3)
- 120 Drawing and Design II (3)

and one ART course from:

- 105 Ceramics I
- 201 Basic 3-D Design
- 237 Printmaking I
- 255 Photography I
- 300 Sculpture

GRAPHIC DESIGN

22 credits minimum in art and art history

including:

- ART 110 Drawing and Design I (3)
- ART 120 Drawing and Design II (3)
- ART 226 Typography (3)
- ART 229 Graphic Design Principles, Methods, and Practices (3)
- ARH 240 Survey of Western Art (4)

and two additional ART courses from:

- ART 255 Photography I (3 credits)
- ART 327 Creative Thinking in Graphic Design (3)
- ART 341 Design for Social Impact (3)
- ART 343 Design for Print Media (3)
- ART 380 on a graphic design topic (cr arrange)
- ART 429 Design for Digital Media (3)

MINORS (2016-17 Catalog)

PHOTOGRAPHY

21 credits including:

- ART 110 Drawing and Design I (3)
- ART 120 Drawing and Design II (3)
- ART 255 Photography I (3)
- ART 355 Photography II (3)
- ART 365 Methods in Photography I (3)
- ART 376 Documentary Photography (3)
- ARH 370 History of Photography (3)

STUDIO ARTS

25 credits including:

- ART 110 Drawing and Design I (3)
- ART 120 Drawing and Design II (3)
- ART 201 Basic 3-D Design (3)
- ART 206 Design and Color Theory (3)
- ART 221 Introduction to Painting (3)
- ARH 240 Survey of Western Art (4)
- one upper-level ARH course (3)
- one upper-level ART elective (3)

GALLERY/EXHIBITIONS

MISSION

The Marian University Art Galleries serves both the Marian community (faculty, staff, and students) and the larger Indianapolis community by hosting art exhibits of quality work which endeavor to challenge the way our audience understands both art and the world. We exhibit local, national, and international artists who offer a unique vision. Our gallery also allows our students to experience professionally exhibiting their artwork. We take special consideration of artists who use their work to elevate social consciousness.

DISPLAY

- Please submit the title of the show, artist statement, resume, and an image of at least one work which will be shown at least one month prior to the exhibit
- Please submit label information at least one week prior to installing art
- Works must be delivered ready for display (see preparation and presentation of artworks)
- Works must remain on display during the full run of the exhibit
- Artists may retain 100% of the profit from the sale of their artwork
- The gallery director will assist with installation, but unless otherwise arranged the artist will primarily install his/her own artwork
- Works are insured up to \$100,000 (we have a \$10,000 deductible)
- Works must clearly be labeled with the artist's name and the title of the piece
- Works need to be removed promptly after the end of the exhibit unless other arrangements have been made

PREPARATION AND PRESENTATION OF ARTWORK

- Work must be dry
- Work must be clearly labeled
- Framing is strongly recommended for works on paper. Please use a wire hanger on the back (no saw-tooth hangers).
- Works on paper that are not framed must be mounted or matted
- Please make the edges of the mat/foam core neat and clean

HOW TO SUBMIT TO THE GALLERY

- We will reserve a slot for a student exhibit at the beginning of each academic year in the Marian Hall gallery
- Submissions of show proposals are due by April 30th for the fall semester exhibit

Please submit the following to apply for a show:

- Proposal for exhibit—what is the overall idea behind the exhibit? Will it be a group show? Themed show? Solo exhibit?
- Artist's statement
- Artist's resume or cv
- 5-10 jpeg images of your work (this does not have to be the exact pieces you will show, but should give us a sense of the work)
- An image list with information about medium, size, and date created
- Email to the gallery director

HOW TO PROPERLY HANG ARTWORK

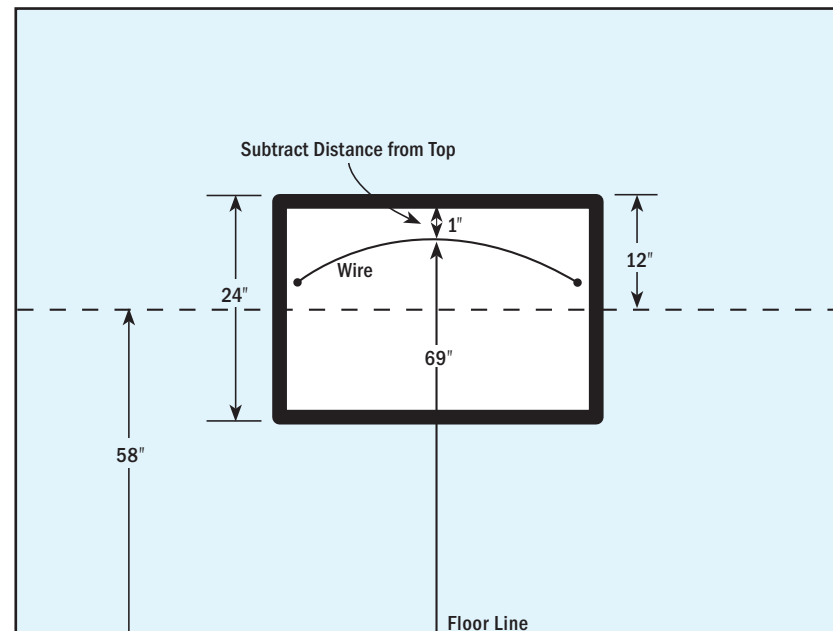
Artwork should be hung centered. You should use the following formula to do this:

- Divide the height of the artwork (including frame) in half
- Subtract the difference from the top of the frame to the hanger then add 58" (Centering at 58" is ADA compliant)

Example:

If you have an artwork that is 24" tall

- height: $24" \div 2 = 12"$
- subtract distance of hanger from top: $(1") = 11"$
- add 58"
- total (where you put the nail) = 69" up from the floor



CONTENT OF SHOW

EXHIBITION WORK

Your senior exhibition is the culmination of your visual art studies at the undergraduate level. The pieces you choose to exhibit should be of the highest quality. Because the exhibit will be used to evaluate you as a visual artist, it should contain only original work. Collaborative, commission, or client works are acceptable if you originated the concept and produced the final products.

There are two approaches in selecting work for your senior show. The first is a **retrospective** approach. Look over your art and choose pieces that represent a variety of techniques and ideas that you learned during your time here. These works must be selected from your junior and/or senior years of study. No foundation or introductory-level work. The second is a **project** approach. Choose your work based on connecting ideas and visual themes. Either approach is acceptable, but you should implement one or the other. If you plan to go to graduate school, a project approach will help develop your portfolio for applications. All of the work you plan to exhibit must be faculty approved.

To summarize, you should choose art for your show based on the following:

- A retrospective or project approach
- Your highest quality work
- Created during college (in or outside of class)
- Faculty approved

EXHIBITION STATEMENT

Your show should be accompanied by an exhibition statement. You are required to write and hang your statement in your show. Make sure that your statement has been proof read and is your strongest piece of writing possible.

Possible content for your exhibition statement:

- Creative concepts and/or themes
- Importance of process to your work
- Historical and contemporary exemplars

Resources for writing a statement:

- <http://www.mollygordon.com/resources/marketingresources/artstatem/>
- <http://theabundantartist.com/how-to-write-an-artists-statement-that-doesnt-suck/>
- <http://www.artbusiness.com/artstate.html>

LABELS

You are required to create and install labels for each of your works of art. You may do this collectively as a group or individually, but it is generally a good idea to have some uniformity in size, font, and overall design. Your labels should include the following on three lines centered:

Your name
Title of the Artwork
Medium

A simple way to create a label is to purchase business cards from a local office supply store. They can be printed on with an ink jet printer and adhered to the wall with double-sided tape. You can choose a different way to create a label if you so desire, though. For example, some students have designed labels using graphic design software and mounted them on mat board or foam core before hanging them.

ADVERTISING

You need to submit your artist statement to the gallery director four weeks prior to your exhibit. Your statement may change after this, but the gallery director will possibly use some of your content to write a press release about the show. You also need to choose or create an image to advertise the show, which will also be submitted to the gallery director four weeks prior to the show. You may choose a work by one of the participants or you can collectively design something for the image.

A press release for your exhibit will be submitted to MARCOM who will distribute it to local news sources. We will also advertise online with a Facebook event on the department's page (feel free to invite people via this event) and Indy Arts Guide.

RECEPTION

You are required to attend your senior exhibit reception, unforeseen extreme life events notwithstanding. Although the reception might seem purely social, this is actually an important learning opportunity for you. Attending the reception is part of participating in the entire process of a professional exhibit. This reception is your opportunity to observe how viewers receive your work and practice vital communication skills regarding your work—concepts, process, and final products—which are particularly essential skills in the career of an artist and/or graphic designer. Failure to attend your senior exhibit will result in an unsatisfactory assessment and could delay graduation.

FINISHING UP

As part of the professional show process, you also need to remove your artwork from the gallery and take down any materials for hanging (e.g. nails, Velcro etc.).

FINAL DOCUMENTATION

A final portfolio which includes the products listed below should be turned in on either a CD, thumb drive, or submitted online. This final documentation is due during the final exam week of your senior exhibition semester.

A. Exhibition Documentation

Visual documentation of your senior exhibition in the exhibition space. This presentation may take the form of photographs and/or video.

B. Digital Visual Portfolio

Photographically document each work in your exhibit and save them in high quality jpeg format. Also include any other portfolio-quality work that wasn't a part of your senior exhibition. There should be 15-20 art or design works in your portfolio. 3-D artwork should be documented in two to three views. Some work requires detail images in addition to an overall image. Include one to two detail images as needed. Label each image using the following example:

last name_first name_one.jpg

C. Portfolio Image List

In a separate Word document make a portfolio image list that includes the following information for each image:

Image One Thumbnail:
Title:
Medium:
Size:

Be sure to include your name and contact information on this portfolio list.

D. Exhibition Statement

Include your exhibition statement as either a PDF or WORD document.

E. Resume or CV

Include your resume or CV as either a PDF or WORD document.

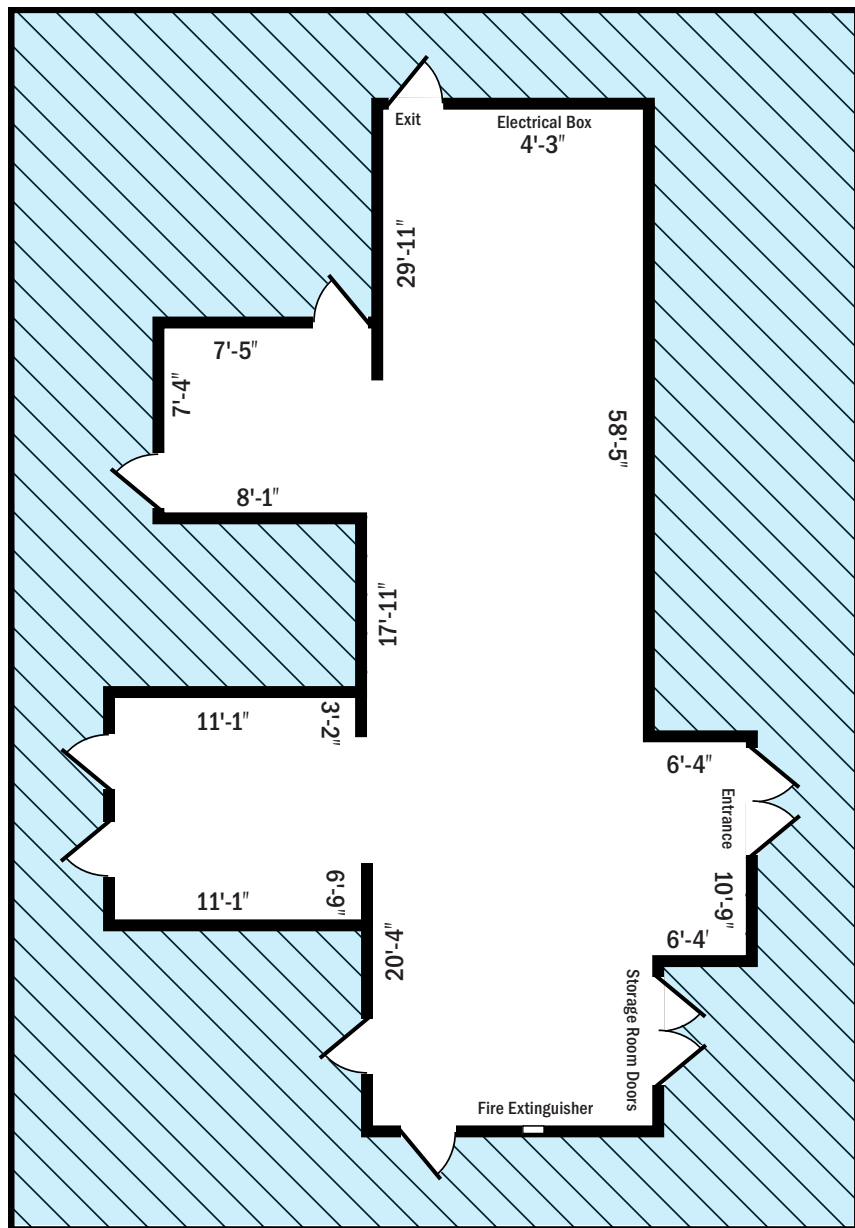
F. Annotated Bibliography & Visual Exemplars**G. Mission, Vision and Values Statements****H. Photographic Self-Portrait**

To summarize, after you have installed your show, you need to:

- Attend the entirety of your opening reception
- Remove artwork and hangers at conclusion of your exhibit
- Submit your senior portfolio to the Department of Visual and Creative Arts

EXHIBITION SPACE

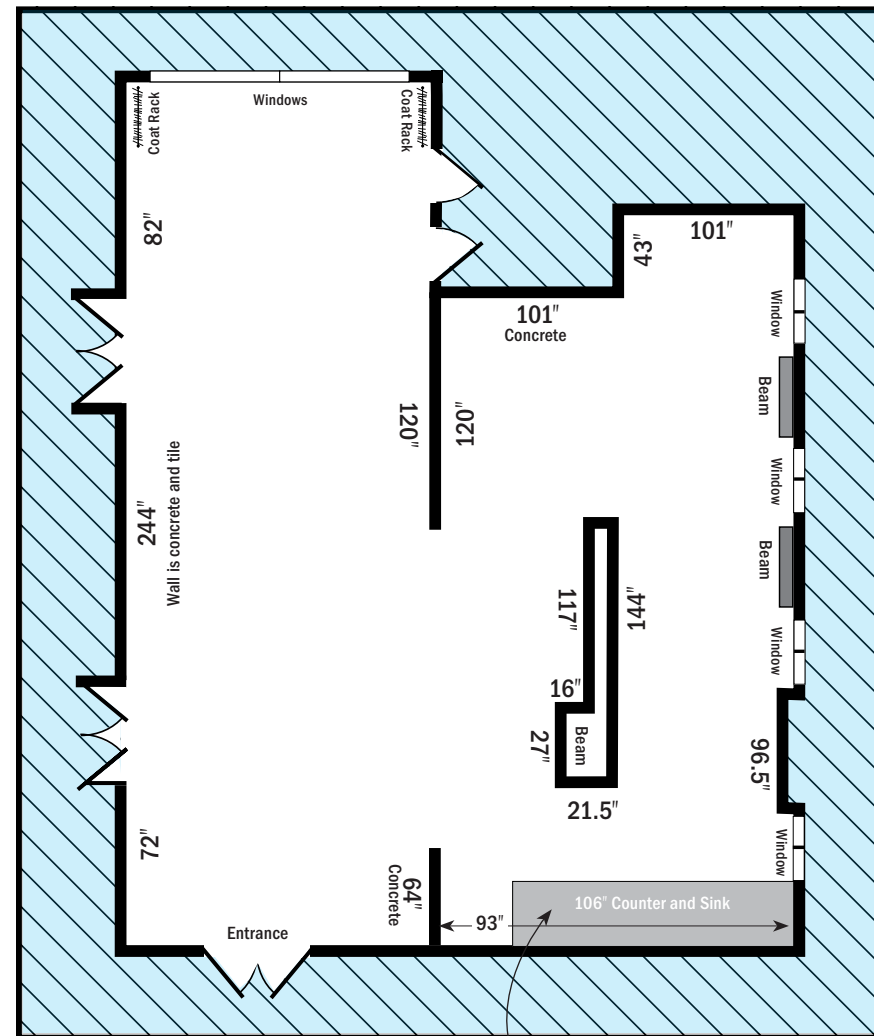
Marian University Art Gallery in the Michael A. Evans Center for Health Sciences



The gallery holds approximately 35 works that are 15" x 25"

EXHIBITION SPACE

Marian Hall Gallery



There is empty wall space behind the counter. Our current solution has been to use grey carpeted panels to hide this area.

ART SUPPLIES

Brickyard Ceramics & Crafts

6060 Guion Road
Indianapolis, Indiana 46254-1222
Phone: 800.677.3289
Fax: 317.429.5319
Email: brickyardorders@amaco.com

Dick Blick

<http://www.dickblick.com>
1.800.828.4548

Indy Upcycle

6358 N. Guilford Ave (between Good Earth and 3 Sisters Cafe)
Indianapolis, IN 46220
317.643.2278
<http://www.indyupcycle.com>
Mj@IndyUpcycle.com

Michaels

Located in: Traders Point
Address: 5750 W 86th St, Indianapolis, IN 46278
Phone: 317.876.0063

Prizm

Located in Castleton
Address: 8607 Allisonville Rd, Indianapolis, IN 46250
Phone: 317.598.1379

United Art and Education

Located in: Castleton
Address: 5671 E. 86th Street, Indianapolis, IN 46250
Phone: 317.849.2725

Utrecht Art Supplies

<http://www.utrechtart.com>
1.800.223.9132

PaperPlus

1340 N. Illinois St.
Indianapolis, IN 46202
317.686.2993
Contact: Scott Aldridge – scott.aldridge@veritivecorp.com

MARIAN UNIVERSITY

— Indianapolis —®

Department of Visual *and* Creative Arts

3200 Cold Spring Road

Indianapolis, Indiana 46222

317.955.6000

www.marian.edu