ART 2750C / Ceramics for Non-Majors Fall 2019 | Syllabus

Location: B14 FAC
Meeting time: Tuesday and Thursday per.8-10 (3:00-6:00 PM)
Credits: 03
Instructor: Erin Holmes
Office: B18C FAC
E-mail: erin.holmes@ufl.edu
Office Hours: Tuesday (2:00-3:00pm)

Ceramic Area Teaching Lab Assistant: Derek Reeverts
Office: FAC 18
Phone: 352-273-3085
Email: dreerverts@arts.ufl.edu
Kiln Room Phone: 352-392-3042
University Police: 352-392-1111
SAAH Health & Safety manual: https://arts.ufl.edu/academics/art-and-art-history/health-safety/

Course Description:
This course is a studio-based introduction to ceramic art and processes. Historical and contemporary examples, aesthetics, and 3D design principles will be highlighted through demonstrations, lectures, and tutorials. Students will learn a variety of hand forming processes, glazing, and electric kiln firing. Class projects will allow students to practice technique while developing their personal aesthetic within the realm of ceramics.

Course Objectives

- To develop a working knowledge of design concepts, including form, structure, space, surface, color, proportion, composition, and function.
- To learn the technical skills, vocabulary, processes and materials related to using clay as an art material for creating pottery and sculpture.
- To explore the creation of personal content in art and how that is conveyed to a viewer.
- To increase knowledge of historical and contemporary practices in ceramic art.
- To develop critical skills for analysis and discussion of art works.

Required Text
The Ceramics Bible: The Complete Guide to Materials and Techniques, Louisa Taylor, ISBN: 978-1-4521-0162-0

Materials and Supplies

Sketchbook
Each student will keep a sketchbook in which he/she/they will plan assignments and sketch ideas. Students will also use their sketchbooks in class to record information and observations during demonstrations and critiques. Sketchbooks will contribute toward your participation grade.

Clay tickets
Nan's clay will be used in this course. We will use a minimum of 4 bags of clay in this course. Clay is $15.50 per 25 lb. bag (1 ticket = 1 bag). **Students will buy a clay ticket in the office SA+AH Office (cash or check only). Please fill out a material slip to purchase the ticket, once you have obtained a receipt you may receive clay from your instructor.** I recommend purchasing at least 4 tickets at the start of the course to ensure you always have access to clay. You will also have the opportunity to recycle class reclaim clay on your own time for free use.

- Sketchbook
- Clay
- Clay tool set:

Available at UF Bookstore, Michaels and to order through New Mexico Clay Co.

Art Alternatives Pottery Tool Kit $10.99

- Toolbox/container for tools
- Plastic for covering work (garbage bags)
- Appropriate clothing *(apron or smock and Closed toed shoes are required in the kiln room*).
- Water bucket
- Lock for locker
- Brushes for slip (soft, various sizes)
- Inexpensive brushes for wax resist (small)
- Brushes for
- Plastic container with lid for slip
- Spray bottle

Kemper Pottery Tool Kit $19.99

Optional: commercial glazes, laser decal paper, vintage decals, luster, flocking, etc., to be discussed in class.

Local art and ceramic supplies:

- Reitz Union Bookstore
- Michaels
- Highwater Clays (St. Petersburg)
- Axner Clay (Orlando)

Materials: The materials and tools needed may vary by project and will be discussed at the beginning of each project. Basic items needed for all classes and projects are listed here.

Material tickets are found in the glaze lab to purchase clay tickets in the SAAH office. Please have these items by class time the second day of class. Pay with CASH, CHECK or MONEY ORDER only.

Attendance Policy

Class attendance is central to the learning process and to your success in this course. It is expected that a student will attend regularly and be punctual. Everyone will value this courtesy to the group. Attendance will be taken at the beginning of each class session.

Absences count from the, first, class meeting. Students who do not attend at least one of the first two class meetings of a course in which they are registered, and who have not contacted the department to indicate their intent, may be dropped from the course.

Absence Policy:
A student who will be absent for an excused reason is to bring their excuse to Erin Holmes by the next class to confirm the absence and reason.
No-shows w/o notice will be considered unexcused
Tardiness: 4 late arrivals and/or early departures will be considered one absence.
If absent a student is responsible to make up in-class work as well as assignments. It is expected that you initiate communication with the instructor about what has been missed during an absence to plan a timeline to complete this work.
Should you experience a prolonged illness or problem that will keep you from attending, please contact me and schedule an appointment to meet with me.
Absences: The ceramic process requires time and dedication. On your fourth unexcused absence, 50% will be deducted from your participation grade. On your fifth, another 30% will be deducted from your participation grade. This will severely affect your overall grade. On the sixth unexcused absence, 100% will be deducted from your participation grade.

https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx - absences In general, acceptable reasons for absence from class include illness, serious family emergencies, special curricular requirements (e.g., judging trips, field trips, professional conferences), military obligation, severe weather conditions, religious holidays and participation in official university activities such as music performances, athletic competition or debate. Absences from class for court-imposed legal obligations (e.g., jury duty or subpoena) must be excused. Other sound reasons may be offered. The university recognizes the right of the individual professor to make attendance mandatory. After due warning, professors may prohibit further attendance and subsequently assign a failing grade for excessive absences.

Religious Holidays

The Board of Regents and state law govern university policy regarding observance of religious holidays: Students, upon prior notification of their instructors, shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances. Further, a student who is to be excused from class for a religious holy day is not required to provide a second party certification of the reasons for the absence.

Medical Excuses

In accordance with university policy, our medical providers use the following guidelines when writing excuse notes: http://shcc.ufl.edu/forms-records/excuse-notes/
The Student Health Care Center can provide a medical excuse note only if our providers are involved in the medical care of a student they feel will need to be absent from class for 3 or more days for medical reasons.

The university recognizes the right of the individual professor to make attendance mandatory. After due warning, professors may prohibit further attendance and subsequently assign a failing grade for excessive absences. Students are responsible for satisfying all academic objectives as defined by the instructor. Students who do not attend at least one of the first two class meetings of a course or laboratory in which they are registered, and who have not contacted the department to indicate their intent, may be dropped from the course. It is your responsibility to manage your studio work time effectively. Class breaks will be taken as a group on critique days or individually on work days and should not be abused.

See the following link for UF attendance policy:
https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx - absences

Evaluation

Grading Percentages	
15%	Project 1: Contemporary Cup Collections
20%	Project 2: Lidded Containers
20%	Project 3: Attraction/Repulsion
20%	Project 4: Curio/Oddity
15%	Classroom Participation (discussion, critiques, use of work time, attendance, etc.) as well as Shop activities (clean up loading, unloading and firing kilns)
10%	Vocabulary Quizzes

Project Expectations
A minimum of 6 hours of studio time per week, outside of class, is required and necessary to complete projects in the allotted time frame. Successful completion of the projects includes preparation (reading, research, sketches, etc.), fulfillment of assignment criteria, presentation of work on assigned date and participating in group critiques. Please complete all readings by the assigned date and be prepared to discuss the material. Finished work must be installed and presented in a professional manner on the assigned critique day. Installation and any necessary repairs/touch ups must be completed before the start of class.

Material Considerations
Clay is a wonderful material and will do many things, but it can't be rushed or neglected without consequences. It takes regular practice and attention to develop skills and firing technique and clay must be carefully dried before firing. This will take studio time outside of scheduled class hours. To get the best results, you must make MORE than the required number of works to achieve the appropriate number of successful finished pieces.

Glaze chemistry is a science and an art. Test tiles are available to give you an idea of what glazes will look like, but results will always vary kiln by kiln and based on application. It is recommended to TEST your glaze choices for best results. Please consult with the instructor for further instructions.

Ceramic work is fragile. Studio accidents or kiln issues may cause work to break. While all due care will be exercised, instructors must have finished work to assign a grade for a project. Work that blows up or is broken before completion will require re-making for grading. If your work is destroyed in progress, please show this to your instructor and discuss what must be done to achieve a finished project for grading. In the case of involved projects where the loss is not the student's fault, abridged project parameters may be negotiated, and due dates adjusted.

Late Work
All projects must be completed on time to receive full credit. Specific due dates are stated on the class calendar posted in the classroom. Failure to complete any project on time will result in a drop of one full letter grade.
The ceramic process requires that greenware be completely fabricated and detailed, then dried for an average of 3-5 days, depending upon scale and complexity. Please finish building all wet work on time for greenware due dates and manage the careful drying of your work so that you can meet all deadlines.

You must have work finished and installed before the start of class on critique days. It is the student's responsibility to turn in all work on time. Full participation by showing completed work during all critiques is required along with active participation through shared ideas and commentary.

UF Grading Scale and Policies
UF online information about undergraduate grading:
http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html

Grading Equivalents		
A	100–94:	superior work, all criteria have been surpassed in a distinguished manner.
A-	93–90:	superior work, all criteria have been surpassed.
B+	87-89:	very good work, all criteria have been surpassed.
B	83-86:	above average work.
B-	80-82:	slightly above average work.
C+	77-79:	adequate, average work.
C	73-76:	adequate work.
*C-	70-72:	less than adequate work.
*D+	67-69:	barely meeting criteria
*D	63-66:	barely meeting criteria
*D-	60-62:	barely meeting criteria
*E	59–0:	failure to meet criteria
*Please Note: a grade of C- or below will not count toward major requirements.		

Projects made for this class may not be submitted to any other class for credit unless both faculty have given prior approval. Failure to follow this rule will be considered academic dishonesty.

Studio Responsibilities

Personal Media
Turn cell phones to silent/vibrate before entering class. Absolutely no texting is permitted. Phones, laptops, and tablets are strictly prohibited during class time. The only exceptions to this will be for class related research, taking notes, and listening to music during work time (with headphones). *** Public use of media is by general class consent. Any content vetoed by someone should be changed to something else.

Firing
Work will be fired in class kilns. Students will coordinate in teams with the instructor to load, fire, unload, and clean up after class firing. Teams will be rotated so learning and responsibilities are fully shared. Participation in the firing process is required, will involve working outside of class time, and is a part of your semester grade.

Studio Clean-up
To maintain a healthy and efficient work environment, the studio should be kept in clean, ready state for everyone. You are obliged, regardless of how you find studio, to leave it clean. Please set the standard high by leaving you work area clean even if you didn't find it that way. In the case of major problems, please report this to your instructor.

Before leaving, check that the work tables, floors, wheels, stools, surrounding areas, sinks and communal spaces are clean and clear of debris and that your belongings have all been put away.

After glazing, wipe tables (and floors), wash and put away all utensils and close all glaze buckets. When unloading kilns clean and wash shelves as they come out of the kiln. They can dry on the counter but go back in the correct bay by the end of the day. Vacuum kilns before and after use and take your ware boards with you after

loading. When unloading kilns wash shelves that need it and put them away. Do not leave shelves on the counters. More info on studio practices can be found online in Welcome to UF Ceramics.

Remember that this is a group studio, and we all need to pitch in and take responsibility for keeping it a safe and healthy functioning work environment.

Door codes and access to Studios

FAC is open: M-F 7:00am -10:00pm SAT 1:00pm – 10:00pm SUN 2:00pm – 10:00pm	• Studios are open 24/7 except for closure 5-6 a.m. for cleaning • You will be provided with door codes. Please, for everyone's comfort and safety, do not share the codes with anyone. Codes will be changed. • FAC is unlocked the hours shown left. When FAC is locked, you may use your Gator1 card in the card swipe outside of Sculpture (opposite end of the building from Ceramics, parking lot level. • For the safety of everyone, please DO NOT PROP DOORS OPEN WHEN THE BUILDING IS LOCKED.

Storage
You will be assigned a shelf and locker. Please keep all work and belongings stored in these appropriate places. Each student is responsible for ensuring that his/her projects and materials are safely stored, displayed, installed, and removed from the classroom and critique space. Projects must be set up and removed from the critique space at the assigned times and spaces designated for each project.

The instructor, the School of Art and Art History, and the Ceramics Department are not responsible for student work left in workspaces, installation spaces, the critique space, the shops, or the classrooms.

Projects/materials are not to be stored in the group working space.
End of semester: Please remove all work and personal equipment from classrooms by the designated date. Your instructor will inform you and signs will be posted informing you of studio closing dates.

Anything left in the classrooms or lockers after finals week will be considered abandoned and will be discarded.

UF Ceramics Area Health and Safety Policy

Please wear closed toe shoes and proper attire, tie back hair and loose clothing when working around shop equipment i.e. the grinder. Follow directions for each piece of equipment and use goggles where required.

The link for information regarding the SA+AH H&S policy and handbook on health and safety is:
https://arts.ufl.edu/academics/art-and-art-history/health-safety/

Area Rules
Follow all SA+AH Health and Safety handbook guidelines.
Alcohol is forbidden in studios.
No smoking on campus.
No eating or drinking in the glaze or mixing areas
Shoes – closed toes - must be worn at all times

It is recommended that protective equipment be worn at all times: safety glasses when grinding, chipping shelves, etc., protective lenses for kiln viewing, gloves for hot objects, heat resistant aprons for raku, ear protection for grinding and sawing, rubber gloves for mixing hazardous materials
Do not block aisles, halls, or doors
Do not bring children or pets into the studios
Do not store things on the floor
Do not park bikes in the building
Clean up spills immediately
Scoop up dry materials, mop up liquids, do not replace spilled materials in original source if spilled for they are contaminated
Carry heavy and large trash bags loaded with trash to dumpster
Place materials containing Barium and Chrome in the hazardous waste disposal area
Do not sweep for this puts hazardous materials into the air; rather scrape up chunks and wet-clean area.

If you have any questions about Health and Safety? **ASK FIRST** before doing.

Visitor Policy
Laboratory and studio spaces in the School of Art and Art History are for educational and research purposes. Use of these spaces is intended for currently enrolled students, faculty and staff only. Occasionally, access may be granted to non-enrolled students, faculty or staff on a case by case situation. Permission is granted through the use of this form.

Laboratories and studios are managed and maintained by each SA+AH Area, therefore permission is granted by the Teaching Lab Specialist for that lab/studio. If granted permission, all persons using an SA+AH lab/studio must adhere to the policies, procedures and safety measures established in the SA+AH Health and Safety Handbook (https://arts.ufl.edu/academics/art-and-art-history/health-safety/) as well any further instructions given by area Teaching Lab Specialists. Access may be revoked at the discretion of the Area Head, Teaching Lab Specialist, or SA+AH Director, at any time, for any reason, particularly for failure to adhere to verbal or written instructions.

The SA+AH maintains laboratories and studios in art+ technology, ceramics, creative photography, drawing, graphic design, painting, printmaking and sculpture. Access to one lab or studio does not grant access to any other facility within the SA+AH.

Student Information – UF policies:

Code of Conduct
The University of Florida is an institution which encourages the intellectual and personal growth of its students as scholars and citizens. As an educational institution, the University recognizes that the transmission of knowledge, the pursuit of truth, and the development of individuals require the free exchange of ideas on any subject whether or not controversial, self-expression, and the challenging of beliefs and customs. The University also endeavors to teach students to communicate effectively in all aspects of their lives and on all manners of subjects. This often (although not always) requires respectful speech and conduct. In order to maintain an environment where these goals that are critical for the University's educational mission can be achieved safely and equitably, the University requires civility, respect, and integrity in the curricular program and encourages these behaviors in other activities among all members of the student community.
Complete Code of Conduct available at http://www.dso.ufl.edu/sccr/honorcodes/conductcode.php

Disruptive Behavior
A student may be dismissed from class in he/she engages in disruptive behavior. Faculty, students, administrative and professional staff members, and other employees [hereinafter referred to as "member(s)" of the University], who intentionally act to impair, interfere with, or obstruct the mission, purposes, order, operations, processes, and functions of the University shall be subject to appropriate disciplinary action by University authorities for misconduct, as set forth in the applicable rules of the Board of Regents and the University and state law governing such actions. Please see complete information: http://regulations.ufl.edu/chapter1/1008.pdf

Academic Honesty
All students are required to abide by the Academic Honesty Guidelines which have been accepted by the university. This includes, among other things, sanctions for cheating, misrepresentation, plagiarism, and illegal use of copyrighted materials. For complete information please see: http://regulations.ufl.edu/chapter4/4017.pdf

Counseling Services
The Counseling Center provides counseling and consultation services to currently enrolled undergraduate and graduate students and their spouses/partners. The Center offers brief counseling and therapy to help students confront personal, academic, and career concerns. The primary goal of counseling is to help students develop the personal awareness and skills necessary to overcome problems and to grow and develop in ways that will allow them to take advantage of the educational opportunities at the university.
Counseling Center web site: https://counseling.ufl.edu/
The Counseling Center is located at:
P301 Peabody Hall
(352) 392-1575
Monday - Friday: 8 am - 5 pm

Students with Disabilities
Students requesting classroom accommodation should register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.
Dean of Students Office
Phone: 392-1261
http://www.dso.ufl.edu/drp

Online Course Evaluation Process
Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu.

Tentative Calendar

Date	Activity	Homework-due by next class
Week 1 Tuesday 8/20	• Introduction to the course and syllabus review. • Speed-building activity. • Facility tour with Teaching Lab Specialist, Derek Reeverts. • Locker and shelf assignments	• Tools, clay purchase, sketchbook, plastic, towel & apron, locker.
Thursday 8/22	• Discuss the stages of clay • Intro Project 1: Contemporary Cups • Demo: Wedging, Paper Stencils, Slabs/Coils/Pinch, Cylinders, Trays • Clay Purchases • Begin Sketching • Make one form each- pinched, coiled and slab built for glaze testing.	• 3 forms for glaze testing • Sketches • Reading: Intro pp. 26-35, 44-47, 50-51, 54-57, 60-73
Week 2 Tuesday 8/27	• Demo: Extruder, Cont. Cylinders & Trays • Sketches Due for Project 1 • Discuss projects individually • Work Day	• Work on Project 1 • Reading: Extruding pp. 68-69, 124-125 •
Thursday 8/29	• Demo: Clean Up at Leatherhard stage, Slips, Underglazes, Terra Sigliata • Work Day	• Reading: Slip pp. 202-215 • Work on Project 1
Week 3 Tuesday 9/3	• Work on project 1	• Work on Project 1 • Reading: Applying Glaze pp. 148-151 and Glaze Faults pp. 152
Thursday 9/5	• Demo: Glazing • Glaze test forms • Work Day	• Finish glaze tests • Work on Project 1
Week 4 Tuesday 9/10	• Load glaze tests into kiln • **Finish Project 1 (due at greenware stage at end of class**)	• Project 1 needs to be finished and begin drying for next class
Thursday 9/12	• Load Project 1 into Bisque kiln • Unload test Glaze kiln • Intro Project 2: Lidded Vessels • Demo: Lids, flanges • Work Day	• Work on Sketches for Project 2 • Unload Bisque kiln on Friday- 2 volunteers *Sept. 13th: UF Libby Gallery Opening Reception 7 – 9 PM Tile Exchange Exhibition: Wuhan Textile University and University of Florida*
Week 5 Tuesday 9/17	• Demo: Surface Decoration • Sketches for project 2 Due • Discuss projects individually • Glaze project 1	• Finish Project 1 • Begin Project 2
Thursday 9/19	• **Project 1 Due at Glazed Stage** and loaded into glaze firing	• Glaze and Load Project 1 • Work on Project 2

	• Work Day	
Week 6 Tuesday 9/24	• Unload Glaze kiln • Critique Project 1	• Work on Project 2
Thursday 9/26	• Work Day	• Work on Project 2
Week 7 Tuesday 10/1	• Work Day, finish Project 2	• Project 2 needs to be finished and begin drying for next class
Thursday 10/3	• Load Project 2 into Bisque firing • Intro: Project 3: Attraction/Repulsion • Demo: Demo building solid and soft slab techniques, hollowing • Discuss Maquettes for Project 3	• Work on Sketches for Project 3 • Unload Bisque on Friday- 2 volunteers
Week 8 Tuesday 10/8	• Glaze Project 2 • Sketches for project 3 Due • Discuss projects individually • Build Maquettes	• Finish Maquettes and begin Project 3 • Finish Glazing Project 2
Thursday 10/10	• Load Project 2 glaze kiln • Work Day	• Work on Project 3
Week 9 Tuesday 10/15	• Critique Project 2 • Glaze Maquettes	• Finish glazing maquettes- load glaze firing • Work on Project 3
Thursday 10/17	• Work on Project 3	• Work on Project 3
Week 10 Tuesday 10/22	• Work on Project 3	• Project 3 needs to be finished and begin drying for next class *Visiting Artist: Matt Mitros* *- Workshop 23rd* *- Lecture24th*
Thursday 10/24	• Load Project 3 into Bisque • Intro Project 4: Curio/Oddity	• Work on Sketches for Project 4 • Reading: • Unload Bisque on Friday- 2 volunteers
Week 11 Tuesday 10/29	• Sketches for project 4 due • Discuss projects individually • Glaze Project 3 • Build Maquettes for project 4	• Finish Glazing Project 3-Will be loaded into kiln by 9pm Monday • Finish Maquettes • Begin Building Project 4
Thursday 10/31	HAPPY HALLOWEEN! • Work on Project 4	• Work on Project 4
Week 12 Tuesday	• Critique Project 3	• Set up for project 3 Critique

11/5	• Load Bisque for Project 4 Maquettes	
Thursday 11/7	• Unload Maquettes • Work on project 4	• Work on Project 4
<u>Week 13</u> Tuesday 11/12	• Work Day	• Work on Project 4
Thursday 11/14	• Work Day- Project 4 must be finished and beginning to dry by end of class •	• **Last Wet Day on the 19th**
<u>Week 14</u> Tuesday 11/19	• Load Project 4 Bisque Kiln • Glaze Maquettes • **Last Wet Day!**	• Unload Bisque kiln on Friday- 2 volunteers • Glaze Project 4
Thursday 11/21	• Glaze Project 4- Load kiln by end of class	• Kiln will be unloaded on Friday- 2 volunteers
<u>Week 15</u> Tuesday 11/26	• **Vocabulary Quiz** • Class clean up	• Clean out Locker/Cubbies/Cart
Thursday 11/28	• **Thanksgiving Break** No class	
<u>Week 16</u> Tuesday 12/3	• **Last Class Day!** • **Project 4 Critic** • Make sure Class cleaning assignment it fulfilled	• ***Bring snacks for pot luck critique*** • **Prepare for project 4 critique**

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Course Syllabus Acknowledgement

Course	ART 2750C Ceramics for Non-Majors
Location	B14 FAC
Instructor	Erin Holmes
Office	B18C FAC
E-mail	Erin.holmes@ufl.edu
Office Hours	Tuesday 2:00-300pm

By signing this form and continuing participation in this course you acknowledge that you have read and understand these policies. In addition, you agree that you have read and understand this syllabus, attendance and grading policies, and are aware of the Guidelines for use of University Facilities and Grounds for Making and Exhibiting Design (A copy of these guidelines is posted in the School of Art + Art History Office.)

Name: (print) _____

Signature: _____

Email: _____

Student Information
Phone Number:
_____

Health Concerns: _____

College Year: _____Major:_____

What inspired you to take this course?

Have you worked with ceramics before?

How do you like to spend your free time, favorite activities, music, books, and television?

Who are some of your favorite artists and/or works of art?

What expectations do you have for this course?