Semester Information:
Ceramics Studio Class Schedule 2017-09
- Advanced Ceramics MW 12:30-3:20 - Katz
- Intermediate Ceramics MW 3:30-6:20 - Katz
- Ceramics I TR 12:30-3:20 - Staff

Final Exam Schedule
- Advanced Ceramics December 11 Monday 1:45-4:15
- Intermediate Ceramics December 13 Wednesday 1:45-4:15
- Ceramics I December 12 Tuesday 11:00-1:30

Monday November 26 Noon - Last day to place work on racks for bisquing (leather hard or drier)
Sunday December 2 - Last day to glaze work

The studio is open for enrolled students during the same hours as the building's official hours except during floor cleaning. Leave 10 minutes before the building closes. Do not work during other classes’ times without asking the instructor.

Events
- Texas Clay Festival TBA Gruene, Texas http://www.texasclayfestival.com/
- NCECA Conference TBA

- Name of Instructor: Staff
- Office phone number: 361 825-5987
- E-mail address: ___________________________
- Office number and building: CA112
- Office hours: TBD
- This syllabus is subject to change.

Requirements
- Students will be expected to have a notebook every day in class with a implement. The notebook will hold all class handouts and the students notes. Students arriving without a notebook may be recorded as absent. We will not wait as students go to get notebooks or pencils that are outside the classroom. Taking careful notes during demonstrations and using them will greatly improve a student’s success.
- Completion of all projects assigned. See grading sheet.
• participation in preparation of clay and glazes for class use; students will be assigned or allowed to choose a mixing partner and will mix clay or glazes as necessary several times each semester. Do not waste work, avoid putting usable clay in scrap barrels.
• participation in loading and unloading of class kilns
• having a pair of rubber gloves available for gloves and safety glasses for glazing.
• Tests: students that fail a test on the safety materials (if it is given) must demonstrate knowledge of all the items on the safety agreement before returning to class.
• all project work and outside work to be graded must be available for review at the end of the semester. Due to space limitations fired finished work may not be stored in the ceramics studios. If work will not fit in lockers, students must make other arrangements for safe storage- i.e., take work home, etc. Again, all work must be available for review at semester's end. If work must be sent somewhere else discuss what to do with your instructor first.
• Studio Safety and Hygiene Agreement: we will read, sign, and hand in the student agreement.
• All students are required to clean up their work areas before leaving the studio and do other studio cleaning as necessary.
• all work, tools and other belongings, must be removed from the studio the last day of finals week by noon. (in the summer session by the end of the day of finals). The studio will be cleaned and remaining personal belongings and clay-work may be thrown out.
• BREAKAGE, LOSS, FIRING ACCIDENTS Ceramics is fragile, firing is difficult and full of unknowns, especially in a group situation. It is inevitable that some pieces will be lost, broken, or misfired. While losses are regrettable they will happen. The faculty and TAMU-CC cannot be held liable for such accidents. Students should handle work carefully and as little as possible. All work must be marked with a student's initials or stamp.
• LOCKERS: See the Art Office (CA105) to reserve a locker in the hallway. You will need one. The sooner you get one the closer it will be to the studio. If you wait there might not be one available.
• STUDIO HOURS:
  o You may use the Ceramics Lab any time when the building is open except during class time for the other sections of Ceramics or during floor cleaning.
  o The class will involve work in the studio outside of class time. The building is open many nights and weekends. Check on the front door, or with the building supervisor for details. It may be closed Thanksgiving weekend and Labor Day weekend and MLK day.
• CALENDAR: Ceramics is a time sensitive medium. Allowing projects to dry slow and evenly makes work less prone to cracking and easier to manipulate. Consequently, work completed late in the semester will have a greater chance of
cracking in the drying process. It is often possible to finish a piece in a small
fraction of the time needed to do it in just a few days if you spread the work out.

Approximately two weeks before final exams will be the end of the time when
wet clay can be used. (This date is different in the summer). This date is not fixed
until a month before the end of the semester. If most of the work in the studio is
already bisqued (the first firing of the two needed) a few more days of wet work
can be added. If little has been bisqued a few more days for firing will be needed
and there will be less time for wet work. Even with this two week lead, objects
made the last few days for wet work will need to be small if they are to survive
the fast drying necessary. Roughly one week before finals will be the last time
pots can be glazed. This will occur during dead day. The exact date for the last
day for wet work is determined by the amount of work in the studio still needing
to fired at the end of the semester.

Occasionally there is too much work to fire in the last week. If the work was
 glazed before the last day to glaze and it was on the racks to be fired before the
last day for them to be placed there it will be graded as if it was glaze fired. Work
still needing firing may be brought back into ceramics at the beginning of the next
long semester for firing. It may not be left in the studio between semesters. Work
left in the studio between semesters will be thrown away.

required statements-

**ACADEMIC ADVISING**
The College of Liberal Arts requires that students meet with an Academic Advisor as
soon as they are ready to declare a major. Degree plans are prepared in the CLA
Academic Advising Center. The University uses an online Degree Audit system. Any
amendment must be approved by the Department Chair and the Office of the Dean. All
courses and requirements specified in the final degree plan audit must be completed
before a degree will be granted. The CLA Academic Advising Office is located in
Driftwood #203. For more information, please call 361-825-3466.

**DISABILITY SERVICES**
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that
provides comprehensive civil rights protection for persons with disabilities. Among
other things, this legislation requires that all students with disabilities be guaranteed a
learning environment that provides for reasonable accommodation of their disabilities.
If you believe you have a disability requiring an accommodation, please call or visit
Disability Services at (361) 825-5816 in Corpus Christi Hall, Room #116. If you are a
returning veteran and are experiencing cognitive and/or physical access issues in the
classroom or on campus, please contact the Disability Services office for assistance at
(361) 825-5816.
Dropping a Class

I hope that you never find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. Please consult with your academic advisor, the Financial Aid Office, and me, before you decide to drop this course. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class. (November 9, 2018) is the last day to drop a class with an automatic grade of “W” this term.

Grade Appeals

As stated in University Procedure 13.02.99.C2.03, Student Grade Appeals, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.03, Student Grade Appeals. These documents are accessible online at: http://academicaffairs.tamucc.edu/rules_procedures/assets/13.02.99.C0.03_student_grade_appeals.pdf. For assistance and/or guidance in the grade appeal process, students may contact the Associate Dean’s office in the college in which the course is taught. For complete details on the process of submitting a formal grade appeal in CLA, please visit the College of Liberal Arts website, http://cla.tamucc.edu/about/student-resources.html.

ATTENDANCE

Attendance is mandatory for your success, will be recorded during each class session and is considered as part of the professionalism element of your final grade.

- You will lose a single letter grade on your fourth (4) absence.
- Five (5) absences will result in the drop of another letter grade.
- Six (6) absences will result in the failure of the course.
- Three (3) late arrivals or early departures will result in the recording of one (1) full absence.
- Students are required to attend class for the duration of the scheduled time or until the Professor dismisses the class.
- Attending critiques are mandatory.
**** Because art studios use materials and tools that could be dangerous, safe and cooperative behavior by students is absolutely necessary. The studio course instructor will be the ultimate judge of cooperative as well as safe and unsafe behavior. Individuals engaging in uncooperative and/or unsafe behavior will be cautioned and instructed once by the instructor. If a second occasion of uncooperative and/or unsafe behavior occurs, that student will be un-enrolled from the course and given a “wd” with no refund of tuition and fees. (per Dean Richard Gigliotti)

required statements end

- Course Specific Information
- Course title: Ceramics I
- Course number: ART 2346
- Course description: This course is an introduction to fine arts ceramics. Handbuilding processes: pinching, slab construction, coil building, etc., will predominate. There will be approximately six major projects, some of which may require the student to make more than one object. An introductory wheel thrown project will be assigned. Various clays and slips will be used. Most work will be fired in high-fire reduction or high fire soda kilns. bonfire, pit, and Raku firing processes may also be included. Each student will mix clay at least once and probably twice during the semester. Students will learn to unload and load bisque and glaze kilns, & maintain kiln shelves. Students will learn how to apply even coats of glaze in appropriate thicknesses. Significant out class time will be required. Students are required to be familiar with material on the safety agreement and may be tested on it at any time. A test on the syllabus and the handout "The Material" may be given during third class period.
- Student Learning Outcomes:
  1. Student will use a variety of clay, slips, glazes and experience simple firing techniques.
  2. Student will become competent in basic handbuilding and glazing techniques.
  3. Student will begin to learn about using the potter's wheel.
  4. Student will successfully work with form, proportion and surface in threedimensional ceramic objects.
  5. Student will become aware of the scope historical and contemporary ceramic art.
  6. Student will begin to learn about loading and firing kilns.
  7. Student will gain the sensitivity to be able to gauge the appropriate wetness of the material for a particular process.
8. Student will begin to gain a broader understanding of the scope of the medium and an introduction into philosophical issues surrounding the field.

**Graded activity:**

Beginning students will make a bisque stamp to identify their work. All assignments should have your initials incised into the clay or have your stamp. The relief on the stamp should be high and have clean sides so it pulls away easily.

- Pinched Vessels and sculpture
- Slab container Plates and slip
- Coil Assignment
- Slab Assignment
- Slab Teapot
- Thrown Cylinders
- Handled Cups
- If time permits, an assignment where students get to choose to do one the previous clay assignment over and expand on the assignment.

**Typical Assignment Descriptions**

- Pinched Vessels, 10 vessels, 5 to be graded. Vessels for use to test and see how class glazes look.
- Slab Plates and slip, 10 plates, 5 to be graded. Plates with slips, incised lines, or scrafitto.
- Coil Assignment, create a pot that between 16-20 inches in height. Student should look to create a vertically oriented pot.
- Slab Assembly. Use slump or hump molded slabs to create volumetric objects that can be attached together to form a closed volume. Turn that volume into a stylized container with at least a slightly unexpected form. The basic form can be vase-like, teapot-like, box-like, suitcase-like, building-like, watertower-like)
- Thrown Cylinders, 20 prints of cylinders that are taller than they are wide, and keep the best cylinder
- Handled Cups, 10 handled cups, 5 to be graded.
- If time permits, an assignment where students get to choose to do one the previous clay assignment over and expand on the assignment.

**Grading Rubric:**
<table>
<thead>
<tr>
<th>Ceramics 1 Studio practices</th>
<th>Once</th>
<th>Twice</th>
<th>More</th>
<th>2 batch per 2 students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clay Mixing</td>
<td></td>
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</tr>
<tr>
<td>Bisque Kiln Loading</td>
<td></td>
<td></td>
<td></td>
<td>1 kiln load/3 students</td>
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<tr>
<td>Glaze Kiln Loading</td>
<td></td>
<td></td>
<td></td>
<td>1 kiln load/3 students</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Objects</th>
<th>On time?</th>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Five Plates</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Recreation</td>
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<td></td>
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<td></td>
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<tr>
<td>Slab bowl and vase</td>
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<tr>
<td>Slab Teapot</td>
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<td></td>
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<tr>
<td>Thrown Cylinder prints</td>
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<td></td>
</tr>
<tr>
<td>Pinched vessels</td>
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<tr>
<td>Handled cups</td>
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<td></td>
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</tr>
<tr>
<td>Totals</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Demonstrated Skill</th>
<th>Unsatisfactory</th>
<th>Satisfactory</th>
<th>Excellence</th>
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</thead>
<tbody>
<tr>
<td>Ability to craft cleanly</td>
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<td></td>
<td></td>
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<tr>
<td>Ability to construct and finish</td>
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<td></td>
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<tr>
<td>Demonstrates ability to use glaze</td>
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<td></td>
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<tr>
<td>Effective use of Form</td>
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<tr>
<td>Effective use of Glaze</td>
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</tr>
<tr>
<td>Effective Integration of form and surface</td>
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<tr>
<td>Totals</td>
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</tbody>
</table>

GRADE BEFORE AT TENDANCE ______________
GRADE AFTER ATTENDANCE _______________
Grade lowered one letter for missed final.

For a grade of A student must:

- Complete all studio practices.
- Finish all objects satisfactorily. At least three must be excellent.
- Demonstrate all skills satisfactorily. At least three skills must be excellent.

For a grade of B Student must:

- Complete all studio practices.
- Finish all objects satisfactorily.
- Demonstrate each skill except integration satisfactorily.

Excellence in any one part of a group offsets an unsatisfactory in that group

Grade of C

- Complete 2 of three studio practices
- Finish all but two objects satisfactorily. Student must complete all but one of the objects.
- Demonstrate all but two skills satisfactorily. One of these must be the ability to construct and finish. Most work must be glazed.

- Projects that are finished by the end of the semester but do not meet wet finished or glaze deadlines will be marked unsatisfactory
- All student grades after computing by this method will be adjusted per the attendance policy.
- All work must be available for review during the final exam period. Policies

- late work:
  - Any work not available for the final exam period will not be graded unless a missing work agreement is brought to the final exam.
  - Work not available for the assignment critiques may be marked as not on time.
- Plagiarism: Work made by other students will be marked as not turned in, skills associated with the work will be marked as unsatisfactory. Students caught turning in the work of other students may be subject to the rules and procedures set out in the student handbook.
ATTENDANCE:

- This is a studio class. Attendance is mandatory. There is no "make up work" to compensate for missed class time. Some information will be imparted only during class. It is the student’s responsibility to follow the attendance procedure.
  - Students missing more than 3 classes will be marked down one full grade. Each two classes absence after that will result in the loss of another grade. Three tardies equals one absence.
- All assignments spanning more than two class periods must be reviewed in progress during class time. It is not acceptable to complete all work on a project outside of class. It may not be possible to complete all work for a project inside class. Passing through the building to cover and uncover work will be necessary several times a week. If the plan is to be on campus only twice a week, a different class might be a good idea.
- LATENESS- It is essential that students come to class ON TIME. Important information will be given each class during the first few minutes of class. Attendance may be taken by sign in sheets or other means.
- Leaving early- While it is better to show up for part of a class than none at all. Leaving early without the instructors' permission (he may say no) may result in an absence or lateness being recorded for the day. Often demonstrations, or slide shows occur in the last 1/2 hour of class.
- It is the students responsibility to find out what materials were missed because of absence or tardiness. Just as in lecture classes the absent students will want to ask fellow students for notes. It is not the instructors responsibility to provide makeup demonstrations.
- Students missing the final exam will be marked down a full letter grade. The instructor must still be shown the student work before he turns in grades or lack of information may result in an F. Conflicts with the exam time must be worked out the first week of school.
- Incompletes will be given to those called to active US military duty in accordance with university policy. Other incompletes are at the instructor's discretion. They will not be given unless 3/4 of the work is finished before the reason for the incomplete takes place. The reason must be out of the students control. Attendance must be good before the reason for the incomplete takes place.

Supplies Texts/readings:

- rubber gloves for glazing.
- safety glasses for glazing
- Safety Glasses for glazing.
• Kemper potter's tool kit (Book store, Michaels)
• a dull Xacto® knife, or a dull drywall knife, or a dull pairing knife, Best is a potters long bladed fettling knife. A long thin straight blade is best, sometimes these can be picked up cheap at discount stores such as the Dollar Store® or thrift stores.
• Serrated rib. (Book Store)
• thin plastic drop cloths (.3-.8 mm) for covering work. Paint and hardware, lumber stores sell these for about $1.00
• notebook. You should have your notebook in class at all times and use it to record processes, hints, etc. during demonstrations. All handouts should be stored in your notebook. They are almost all available online at http://www.tamucc.edu/~lkatz if you lose one.
• work clothes: You might want to keep a change of clothes that you can get very dirty in your locker, also closed top, and closed back shoes that you can work in. You cannot be in the studio with sandals, open or high heeled shoes. Loose skirts and aprons, hanging jewelry and other loose ware are not safe for mixing clay. See student agreement.
• hair control devices: long hair must be tied back when using potter's wheel, mixing clay, using the grinder, or firing kilns.
• one gallon or so plastic bucket with a wide top.
• Cap: to cover your hair when mixing clay or glaze, sweeping, or other dusty jobs (optional).

SUGGESTED TEXT

- Ceramics A Potter's Handbook by Glenn C. Nelson, Richard Burkett any edition. It is quick reading and may be able to be checked out of local libraries. My general advice to students is to read the handbuilding sections first, then about clay, history and save the glazing section to midterm. Students that read the book do better.

Other SUGGESTED TEXTS

- HANDS IN CLAY- Charlotte Speight, Has the most information about contemporary and historical ceramics, along with technical and technique oriented information. I have considered changing to this text. It is very good. I am not impressed by their safety information
- Ceramics Monthly Magazine. Anyone serious about clay should be subscribed to this magazine. Others should look at it in the library. Other magazines in the library worth looking at are American Ceramics, Studio Potter, and Ceramics Technical.

Provisional Calendar
Day 1 Syllabus and Safety

Deadlines for assignment critiques are given with the assignment, but final grading on assignments is not done until the final exam.

Daily demos, lectures or critiques as humidity and firing dictate

Provisionally all work has to be ready for bisquing 9 days before the final.

The last glaze kiln gets loaded 4 days before the final.

The last day of finals is the last day to remove work from the studio before it is subject to being thrown out.