

## **Bachelor's of Fine Art Seminar CDS466.00**

Department of Communication Design, Design Environment  
Mondays 9:30—4:00 Room G310, G106 (lab)

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Schoology: <http://schoology.cia.edu/course/6734067/materials>  
<http://www.thestudio-site.com/ed/bfa2.html>

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### **Course Description and Key Topics**

During the BFA Seminar, students take the research they conducted during the BFA Thesis class and apply their findings to design solutions. Students will thoroughly investigate Problem/Solution scenarios, refine research as they explore designed solutions, and create an installation of their visual solutions for the BFA Exhibition in May.

### **Course Goals and Learning Objectives**

By the end of this course, students will create an installation of their research, findings, hypothesis (and thesis) that will convey the impact of their ideas to both their intended users and the broad audience that attends the CIA BFA exhibitions.

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### **Course Schedule**

<b>January 14</b>	<b>Recap of Midyears. Planning and schedules worked out</b> Problem/Solution Exercise Professional packets (portfolio, resume, etc) for the semester <b>Semester Schedule due at the end of class day</b>
<b>January 21</b>	<b>Martin Luther King Holiday (no classes)</b>
<b>January 28</b>	<b>Problem/Solution</b> Manifestos
<b>February 4</b>	<b>First Presentations</b> Presentation of work to date <b>Preliminary Comps and Installation Ideas Due</b> Workday Digital Publishing Initial plans for BFA installation due

<b>February 11</b>	<b>Professional Package Due</b> Full professional presentation ideas and concepts started
<b>February 18</b>	<b>2nd Presentations</b>
<b>February 25</b>	<b>Individual Meetings</b>
<b>March 4</b>	<b>Second Stage Comps - Maquettes Due</b> Third Presentations and layouts of Installations due
<b>March 11</b>	<b>Spring Break (No Classes)</b>
<b>March 18</b>	<b>Third Presentations Welcome Back Design Charette</b>
<b>March 25</b>	<b>Individual Meetings</b>
<b>April 1</b>	<b>Production</b>
<b>April 8</b>	<b>BFA Statement/Paper - First Draft Due</b>
<b>April 15</b>	<b>Final Class Presentations</b>
<b>April 22</b>	<b>Individual Meetings, Spring Show</b> 2nd Draft of Paper Due

**Current End of Semester Schedule:**

April 29—May 3; Academic Exams and Studio Finals  
 Friday, May 3 (after 5:00)—Sunday, May 5; BFA Installation.  
**Monday, May 6—Friday, May 10 - 2012 BFA Exhibition**

**Final BFA Requirements:**

Full BFA Installation, the week of May 5  
 A digital presentation giving an overview of the entire project;  
 research, process and a tour of the final piece  
 Final Findings Document  
 BFA Paper/ Statement

**Final Professional Package Requirements:**

Hard Copy Portfolio  
 Digital Portfolio (email-ready PDF, and a digital app if so interested)  
 Web Site  
 Portfolio Booklets  
 Teasers/ Give-Aways  
 Resume  
 Business Card  
 Mailing System (envelopes, etc)

*(Schedule Subject To Change)*

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**Required Software: (industry standards - available in the labs)**

- Adobe CS6 Design Premium Suite
- Microsoft PowerPoint
- Microsoft Excel
- Microsoft Word
- (suggested) Apple iLife (iPhoto, iMovie, Garage Band)

**Suggested Course Materials:**

- Sketchbook
- 18 inch ruler
- 12 or 14" right angle
- X-Acto knife and blades
- Utility knife and blades
- #2 pencils, erasers
- Sharpies or other inexpensive permanent black markers
- Tracing paper
- Xerox paper
- Gluestick
- CD's for turning in digital files
- Museum Board for Presentation
- Foam Core for Presentation

### **Class Trips Policy from the 2012-13 School Catalog:**

Faculty may conduct instruction-related trips or tours that require students to travel away from the Institute and be absent from scheduled class times for courses other than the one for which the excursion is intended. Students must notify the faculty of course meetings that will be missed. In addition, all students must sign an approved release form, in advance of the trip, that declares that they will not make a claim against the Institute or its personnel/ representatives for injury or damage sustained while on the trip. Release forms should be returned to your faculty member at least a week before the trip. All CIA policies are in effect during sponsored excursions away from campus.

### **CIA Attendance Policy from the 2012-13 School Catalog:**

It is in your best interest to attend all sessions of the classes in which you are registered and to attend all associated lecture programs and meetings. Your progress as an artist depends not only on completion of assignments but also on full participation in dialogue with studio and academic classes. Each faculty member has discretion in taking attendance and penalizing habitual absences or tardiness, and will advise the class about what will be considered acceptable attendance for the purpose of grading.

More than three weeks of class absences may result in failure. Four weeks of absences will result in failure. You must notify your faculty member if you will miss a class, and Academic Services if you will miss more than one class. If you have a problem with missed classes, meet with an Academic Services staff member to discuss your options.

Individual faculty members may require written documentation of your illness or injury. Note that Student Health Services (SHS) does not provide documentation for class excuses. Under certain circumstances, SHS will give you written verification of the date of your visit to their office. If you are hospitalized or have an extended illness, you should give permission to a staff member in Academic Services so they can communicate with SHS and the hospital regarding your illness and assist you.

You should contact your instructor(s) as soon as possible after an unavoidable absence. An unexcused absence from a final critique or exam will result in automatic failure of the course. You are required to notify a staff member in the Office of Academic Services prior to missing a final exam or critique.

## **CIA Grade Descriptions and Grading Policy from the 2012-13 School Catalog:**

Letter grades are a means by which the faculty member communicates his/her professional assessment of your performance. The primary purpose of assigning grades is to provide you with a realistic standard of reference by which you can measure your progress while enrolled at CIA.

Grades are reported twice each semester: mid-term grades after the first eight weeks and final grades at the close of the term. The mid-term grade is a preliminary indication of your progress to date. Only the final grade is entered into your official record. A dual grading system permits faculty to measure your accomplishment and effort separately.

Semester and cumulative grade point averages are reviewed by Academic Services each term to determine each student's academic status. Each transcript includes the semester Grade Point Average (GPA) and the cumulative GPA.

Letter grades have the following meaning:

A, A-: Work of consistently outstanding quality, which displays originality, and often goes beyond course requirements

B+, B, B-: Work of consistently good quality, demonstrating a high level of proficiency, knowledge and skills in all aspects of the course

C+, C, C-: Satisfactory work that meets the requirements of the course and conforms to the standards for graduation

D+, D, D-: Work deficient in concept or execution but acceptable for course credit

F: Work unacceptable for course credit and does not meet the standards for graduation

\*Additional Grading Policy:

## **CIA Policy on Plagiarism and Academic Dishonesty from the 2011-12 Student Handbook:**

All acts of academic dishonesty diminish the integrity of the Institute and are taken very seriously by the school. Students being accused of Academic Dishonesty will participate in our judicial process and if found responsible, will be subject to appropriate sanctions. Sanctions may include, but are not limited to any one or a combination of the following:

- Formal warning/censure/academic alert.
- Reduced grade including a failing grade for the assignment.
- Reduced grade including a failing grade for the entire course.
- Forfeiture of student leadership positions, and/or restrictions on participation in Institute activities.
- Academic probation
- Suspension
- Expulsion from the Institute.