# //THE DEPARTMENT OF

# [ ART & DESIGN ]

**POLICY & PROCEDURES MANUAL**
Department of Art & Design
Virginia State University
Fall 2017 — Spring 2018

*art&design*

**CONGRATULATIONS** and welcome to the Department of Art & Design. By selecting this department as your major, you are beginning on the path to become a professional artist. You will be pushed and challenged in your classes both artistically and academically, but you will also receive instruction tailored to your personal needs, mentorship, and lots of encouragement.

Students in the program can decide from four primary career paths: **STUDIO ARTS, ANIMATION,** or **GRAPHIC DESIGN.** While this is a momentous decision, we don't ask you to make it until near the end of your Freshman year. All students start with the CORE program: Communication, Organization, Realization, and Expression. This covers the Freshman and Sophomore years, where you will learn and polish your basic skills (lots of drawing!) and understanding of design. At the end of the Freshman year, you must submit a portfolio for review and declare which of the concentrations you desire to follow. The faculty will review your portfolio and advise you as to whether you have the necessary skills to succeed in that area. You will also be reviewed each successive year to determine if you are making adequate progress towards the professional level. During the Sophomore year, you begin with the introductory courses in your career curriculum, along with finishing the CORE program.

The choices offered through the Department of Art & Design for artistic specializations are:

The **STUDIO ARTS** curriculum prepares students for traditional artistic careers in the disciplines of drawing, painting, photography, sculpture, and ceramics. As they follow their specific media through four sequential courses, students can shape their own curricula to span across traditional artistic boundaries and learn a variety of media specially designed to meet their needs and creative desires. This artistic "cross training" permits students to expand their creative horizons through the use of new media tools, techniques, and concepts, and become the artistic leaders of the future.

The **ANIMATION** program teaches students the principles and skills of animating in both traditional drawn and computerized formats, with the option of following 2D or 3D formats. The curriculum is designed to prepare students to enter into graduate programs of study in animation, and/or entry-level apprentice positions within the industry.

In the **GRAPHIC DESIGN** curriculum, students follow a structured curriculum that gives them all of the knowledge and skills necessary to compete in today's visual arts marketplace. The program prepares students for careers as graphic artists in such areas as illustration, print layout, print production, and package design.

On the next page is a list of essential supplies for all incoming Art & Design students. While this is not a definitive list, it covers the necessary materials for the first year. By having these materials when you arrive at VSU, you will save time and money, along with allowing you to start the classes prepared and ready for the first assignments.

## SUPPLIES FOR FRESHMAN ART STUDENTS

_Notebooks and pens/pencils for taking notes
_GRAPHITE DRAWING PENCILS: 2H, HB, 2B (several), 4B, 6B, Ebony
_ERASERS: kneaded, gum, ruby
_Several sticks of vine charcoal
_Compressed charcoal
_Conte crayons and conte pencils in black, white and gray
_India ink and brushes
_Container for water such as a tin can
_Paper glue or glue sticks
_Spray (mounting) adhesive (sprays can only be used outdoors)
_Hand-held pencil sharpener
_Xacto knife and supply of blades
_Penknife and supply of blades
_Scissors
_Drafting tape
_Stapler & staples
_Paperclips
_Metal ruler (at least 18" long with cork backing)
_Black, white and red, yellow and blue primaries of acrylic or gouache paint
_Brushes to use with your paint

_T-square
_Fixative (only to be used outside)
_Palette such as plastic or styrofoam tray
_Portfolio for storing and presenting artwork
_Tackle box large enough to store and carry supplies
_Pad of charcoal paper, at least 18 x 24
_Pad of watercolor paper or paper suitable for
  India ink
_3 pads of good grade drawing paper or Bristol board, at least 70-pound weight in sizes 9" x 12", 11" x 14" and 18" x 24"
_Sketchbook in a comfortable size to always carry around with you
_Pack of black construction paper, 9 x 12
_Illustration or mat board for mounting projects

## PRESENTATION SUPPLIES

Many of the projects must be submitted either mounted on a black presentation board, or matted and ready for framing. A regular supply of presentation board, matte board, and foam board will be necessary, as will Xacto blades and mounting adhesive. All of these items are readily available for purchase on or close to campus at the University Bookstore, Joyner's Paint and Frame Co, Michael's Arts and Crafts, and various online art retailers such as: Dick Blick, Utrecht, and Amazon.

## SUPPLIES AND MATERIALS

The pursuit of a degree in Art & Design requires a financial investment above and beyond the cost of tuition, room and board, and student fees. Textbooks are required in all classes, as are art supplies and presentation materials. Failure and/or refusal to purchase the required materials will not only severely hamper the chances of successfully completing the coursework, but may also result in the student's immediate dismissal from the class, and possibly the program.

Art & Design students are required to produce coursework on a professional grade that requires numerous art supplies. A list of supplies is provided at the start of the course, but that should only be considered as a starting point. Depending on the student's style, the volume of production, and the nature of the specific work, more materials may be required. Additionally, specific projects may require additional materials not listed on the syllabus. When purchasing supplies, always chose the best quality materials available. While high quality art supplies will not make mediocre work look any better, poor quality materials will always cheapen the appearance of your work.

## SUPPLY LISTS

On the syllabus for each course, the instructor will include a supply list containing the majority of the materials necessary for the class. Students are to have these materials with them for each class meeting and prepared to work at the start of the class. Individual projects may require specialized materials in addition to these supplies. The instructor will give the students specifications for any additional materials in sufficient time for the student to acquire them. In some cases, the Department may provide some of the project materials. However, these are rare instances and students should not expect the Department or University to provide materials for them.

The Department of Art & Design offers limited space for the storage of student supplies. The student is responsible for the security of their supplies at all times, whether in the storage compartment, in class, or in their personal transport.

**Not having supplies, for any reason, does not excuse participation in classroom activities, project deadlines, and may result in the student being dismissed from the class and counted as absent. Likewise, the continued 'borrowing' of supplies from classmates will not be tolerated and will result in the student being dismissed from class and counted as absent.**

## ADVISING

Upon admission to the Department of Art & Design, each student will be assigned a faculty advisor to assist with registration for each semester, answer questions about the curriculum and academic policy, and help you navigate your course through VSU. Each faculty member has weekly office hours posted when they are available to meet with students. If the student is unable to meet with the faculty advisor during the posted hours due to time conflict, it is the responsibility of the student to contact his/her advisor and arrange an alternative appointment time.

## PREREGISTRATION

After mid-terms of each semester, the University begins the process of pre-registration for the coming semester. Advisors will post meeting times for pre-registration on their office doors several days prior to the start for students to make appointments. Students are to sign up for days/times when they are free – they are not excused from classes for advisement – and show up on time for that appointment. If the student is not available during the posted times, s/he must make a specialized appointment with the advisor at a mutually convenient time.

All students will not be able to register for classes until they have met with their advisor. The advisor will go over where the student currently is in his/her curriculum and will propose a recommended schedule to the student for the coming semester. Once this is agreed upon, it is then the student's responsibility to sign up for the recommended classes in the University's Banner system. Deviation from the advisor's recommendations may result in the delay of graduation and will be considered the student's fault.

While the advisor recommends classes, it does not guarantee the student placement in those classes. The pre-registration process is continually in flux, with classes and sections filling and closing all the time. It is to the student's benefit to seek advisement and sign up for classes as early in the process as possible. Procrastination in this process may render courses unavailable to the student and delay their graduation.

**Note** – the advisor cannot remove any holds from student accounts. Students will not be able to register for classes until all holds are removed. It is the student's responsibility to take care of these. By delaying the removal of holds, the student may find necessary courses closed and unavailable, thus delaying graduation.

## TRANSFER CREDIT

Students seeking VSU credit for courses taken at another accredited college or university must have an official transcript sent to the VSU Registrar, along with presenting a transcript (unofficial is acceptable for advising purposes ONLY) to the Department of Art & Design's Chair. The Chair will review the student's coursework, determine what they are equivalent to in the VSU curriculum, and advise the student as to what remains. It is the student's responsibility to initiate this process and follow it through.

Academic credit from other institutions are only transferred if the grade is a 'C' or better. However, transfer of credits does not guarantee that they are applicable to the Art & Design curriculum and usable towards graduation.

Students may take courses at other institutions while attending VSU and have them transferred. The student must inform the Department Chair of their intention prior to the start of the class, and fill out and submit the 'Concurrent Registration' form (available at the Registrar's office website). The Chair will advise the student about the proposed course's viability, along with what it is equivalent to in the curriculum. Once the course is complete, the student is responsible for having an official transcript sent to the VSU Registrar (see instructions above).

## GRADUATION APPLICATION

Within the first month of the semester, each student intending to graduate at the end of that semester must fill out and submit and 'Application for Graduation' with the Registrar's office. Submission of the application merely initiates the process and triggers an audit of the student's transcript for compliance and completion. The application for graduation does not guarantee the right to graduate: the student must pass his/her courses. The student is also responsible for paying any applicable fees and attending any required meetings

## EVALUATION AND GRADING

University and Art & Design courses are taught with high standards for student learning and conduct. Many students find these expectations to be different from what they are familiar with from high school, and must adjust to the academic rigor.

The evaluation of student performance in coursework is based on the quality of concepts and research, engagement in the projects, mastery of the course materials, individual contributions via participation in discussions and critiques, oral and written communication skills, craft skills, preparedness for class, ability to meet all deadlines, and attendance.

Art & Design standards are high and only the most rigorous and consistently exceptional students earn high grades. Perfect attendance, meeting all deadlines, and working at peak performance are essential for achieving passing grades. Students can expect their grades to be seriously reduced if they do not meet the standards and deadlines set by the course instructor.

Students are to be prepared at the start of each class with assigned work and supplies. Not having supplies, for any reason, does not excuse participation in classroom activities, project deadlines, and may result in the student being dismissed from the class and counted as absent.

Students are expected to actively participate in class activities, including critiques, and be a considerate member of the 'community' within the classroom. Students who are disruptive and/or argumentative in the class are displaying unprofessional behavior and may be removed from the classroom, the course, and/or have their grade lowered as specified in the course syllabus. Absence from or non-participation in the class critiques and discussions does not grant the student a private lesson/critique from the instructor. It is the student's responsibility to make up any course work (if allowed) and meet all deadlines.

## GRADING

Students are assessed in each course by the instructor in accordance to the grading criteria specified in the course syllabus. Likewise, each project/assignment is assessed according to the objectives and standards set forth by the instructor. While each course is graded in accordance to it's own specific criteria, grading generally follows the following rubric:

**A:** Student work must reflect outstanding achievement both in quantity and quality, with all work completed as assigned. The student must display an exceptional attitude in critique participation, response to criticism, and professional conduct. Student ability to communicate and execute ideas exhibits outstanding achievement. The student must have perfect attendance. Very difficult to obtain.

**B:** Student work must reflect above-average achievement both in quantity and quality, with all work completed as assigned. The student must display a positive attitude in critique participation, response to criticism, and professional conduct. Student ability to communicate and execute ideas exhibits above-average achievement. The student must have perfect attendance. Difficult to obtain.

**C:** Student work must reflect an acceptable achievement both in quantity and quality, with all work completed as assigned. The student must display a positive attitude in critique participation, response to criticism, and professional conduct. Student ability to communicate and execute ideas exhibits acceptable achievement.

The student must have attendance within stated limits.

Most students receive this grade.

**D:** Student work reflects below average achievement both in quantity and quality. The student displays below average critique participation, response to criticism, and professional conduct. Student work reflects an inability to satisfactorily communicate and execute ideas, reflecting an indifferent attitude. Student attendance may be below stated limits. Not a passing grade in Art & Design classes.

**F:** Student work and attitude reflects an unsatisfactory level of achievement both in quantity and quality. The student displays a lack of participation in critiques, poor response to criticism, and inappropriate professional conduct. The student exhibits an unsatisfactory ability to communicate and execute ideas, with a pattern of low productivity. Student attendance may be below stated limits. Failure of the course.

## ABSENCES AND TARDIES

Consistent with University policy, student absences during the semester are not to exceed the number of times the class meets in a regular week. Excessive absences may be penalized by a reduction in the student's grade. The exact nature of this policy, including the number of allowed absences and the penalties for excessive absences, is specified in each course syllabi. Students may be counted as absent if they are unprepared for class, disruptive, argumentative, asleep, or leave before being excused.

Tardiness is defined as arriving after the appointed time for class to start. **The instructor has the right to ban the tardy student from entering the classroom (i.e. shutting and locking the doors) and count them as absent, penalize the student for each tardy, or apply a collective loss of time penalty.** The exact nature of this policy is specified in each course syllabi.

**All students are expected to attend classes. All absences count equally regardless of cause (including illness).** Any allotted absences are to accommodate routine illnesses, car trouble, family emergencies, etc. Doctor appointments, advisor appointments, employment, and any other activity within the student's power to control should not be scheduled to conflict with classes. Prolonged illness must be verified by a physician and may require the student to withdraw from the class if
s/he cannot complete the required work in a comprehensive and timely manner.

**There are NO EXCEPTIONS to this policy.**

**Note** – Faculty are often asked for letters of recommendation by students or called upon by potential employers as references. In such instances, reliability and punctuality is always discussed. Students with responsible records of attendance are more likely to receive favorable recommendations that those without.

## ATTENDANCE

The faculty of the Department of Art & Design supports a rigorous attendance policy in all classes. Consistent and prompt attendance develops responsible professional behavior and insures that the student has access to the full range of experiences and instruction in the classroom, all the information necessary to complete class assignments, and the opportunity to acquire the skills and knowledge necessary for professional practice.

**Therefore, student attendance at all class sessions is mandatory.** This policy is strictly upheld by all Art & Design instructors. Class time plays a significant role in higher education for the transmission of ideas and skills. In-class experiences cannot be substituted or replicated in any other way.

## INCOMPLETE GRADE

If a student has completed the majority of the course requirements with passing grades, but face circumstances beyond the student's control (i.e. acts of God) that prevent the student from completing the coursework by the end of the semester, the student may request the grade of 'Incomplete' from the instructor for the semester. If the instructor is in agreement (the instructor is NOT obligated to grant this request), s/he will write a contract for the completion of the course by the student, specifying what the student has completed, the grades earned so far, and what remains to be finished. Both the instructor and the student are to sign the contract, with a copy submitted to the Art & Design Chair.

By University policy, the student has one [1] semester to complete the requirements for the coursework to have the grade changed to an appropriate letter grade. It is the student's responsibility to complete the coursework in the allotted time and submit it to the instructor. If the student does not finish the coursework in the time, the grade will automatically become an 'F'.

## CLASSROOM CONDUCT

The instructional program in the Department of Art & Design is based on a 'right to learn' policy: students enrolled in a class are entitled to receive instruction free from interference by other individuals. Accordingly, in classrooms, laboratories, studios, and other learning areas, students are expected to conduct themselves in an orderly and cooperative manner so that the instructor may proceed with customary instruction (this includes common areas, such as hallways adjacent to classrooms). Instructors may set and enforce reasonable standards for classroom behavior in order to meet these objectives.

If a student believes that the behavior of another student is disruptive, s/he should inform the instructor and allow him/her to deal with the situation. If the instructor believes that a student's behavior is disruptive and interfering with normal instruction, the instructor may direct the student to leave the classroom for the remainder of the class period. In such circumstances, the instructor is the sole judge that the student's behavior is sufficiently disruptive to warrant dismissal from the classroom. Continued disruptive behavior may result in the failure of the student in that course, and/or the banning of the student from returning to the class.

Any violence, real or implied, directed to a student or the instructor will result in the immediate removal of the student from the classroom, failure of the course, and the possibility of formal charges and arrest. If a student is acting in a violent or threatening manner and refuses to leave the classroom, campus security will be called to remove the student.

## CONTINUATION IN THE MAJOR

All students within the Art & Design major – BFA in Visual Arts – must maintain at least a 2.5 GPA (C average) in Art & Design classes to continue in the program.

The student's Art & Design coursework GPA is calculated at the end of the fall and spring semesters. A student with Art & Design coursework GPA below 2.5 at the end of a semester is placed on departmental probation for the next semester. Students placed on departmental probation must bring their Art & design coursework GPA up to 2.5 or better by the end of the probationary semester. In addition, the student must provide two letters of recommendation to the Chair from the current semester's Art & Design course instructors that specifically address their skills, aptitude, and classroom participation. Probationary students not meeting the above criteria will not be permitted to continue in the major and must transfer out of Art & Design.

## PORTFOLIO REVIEW

Near the end of the first year, all Art & Design students will submit a form for the declaration of a concentration within Art & Design (Studio, Animation, Graphic Design, or Web Design).

**To assess their suitability for the concentration, a portfolio review of all Art & Design freshmen is conducted.** Students are to submit a portfolio containing 20 – 24 pieces of their artworks* as specified in the listed criteria for their chosen concentration. The artworks may be from coursework or personal pieces, and may be from up to two (2) years prior. The portfolio will be reviewed by the Art & Design faculty to determine if the student displays the skill level necessary to continue in the program, and those skills suitable for their declared major. Students determined to be lacking in skills or with an insufficient GPA will not be admitted into the concentration and must transfer out of Art & Design.

**A second portfolio review takes place near the end of the second (sophomore) year.** Students must submit a portfolio of all Art & Design classwork* completed during their sophomore year. The student's portfolio, GPA, and individual course evaluations are reviewed by the Art & Design faculty to determine if the student displays the sufficient skills to successfully complete the coursework and become a professional artist in their chosen concentration. Students determined to be lacking in skills or with an insufficient GPA will not be permitted to continue in the concentration and must transfer out of Art & Design.

**A third portfolio review takes place near the end of the third (junior) year.** Students must submit a portfolio of all Art & Design class-work* completed during their junior year. The student's portfolio, GPA, and individual course evaluations are reviewed by the Art & Design faculty to determine if the student displays the sufficient skills to successfully complete the coursework and become a professional artist in their chosen concentration. Students determined to be lacking in skills or with an insufficient GPA will not be permitted to continue in the concentration and must transfer out of Art & Design.

*Artwork may be submitted in either digital or hard copy formats. Digital copies must high resolution images, properly photographed, cropped, color corrected, and be in jpeg or pdf formats. Hard copy work must be free from smudges and other marks, properly trimmed, and either mounted, matted, or assembled with glassine (tissue paper) separating each work. All work must be presented in a suitable container (portfolio case and/or jewel case), and be clearly labeled with the student's name and academic level.*

## STUDENT WORK

All work produced by students in class is considered as their personal property. While submission of these works for evaluation by the instructor or portfolio review may be required, they will be returned to the student. All student work must be collected and removed from the classroom within a reasonable amount of time. Any work remaining in the classroom at the end of the semester will be considered as abandoned and discarded. Any student work and/or supplies left in the classroom and storage spaces over the summer will be considered as abandoned and discarded.

## COMPUTER LABS

The Department of Art & Design maintains and operates three computer labs – Animation, Graphic Design, Web Design - for the benefit of its students. While students enrolled in courses related to these disciplines may have instruction in the labs and use of the computers, it is a privilege and not a right. **STUDENTS WISHING TO USE THE LABS MUST ABIDE BY THE FOLLOWING RULES:**

_Absolutely NO food or drink is allowed in the labs at any time. Failure to comply will result in the immediate banning of the individual from the computer labs for the remainder of the semester (including classes).

_Only students who are currently enrolled in Art & Design courses, requiring the use of the computer labs, will be allowed to have access to them. No other students, regardless of whether they are actually using the computers, are allowed into the computer labs.

_Students may have access to the computer labs ONLY when an instructor or lab monitor is present. When the instructor and/or lab monitor must leave, students will promptly close out their files and leave the room.

_*Only* class related projects are to be worked on in the computer labs and/or printed. Each computer is remotely monitored for activity. Unauthorized activity will result in the loss of lab access for the semester.

_Computers in the labs are not to be altered in any way – this includes moving them to another location, changing their peripheral connections, or loading any software onto them. Failure to comply will result in the immediate banning of the individual from the computer labs for the remainder of the semester (including classes).

_If a student notices that a computer in one of the Labs is malfunctioning, they are to report the problem to the instructor or lab monitor. Students are not to attempt 'fixing' the computers under any circumstances.

_For your own security, all student work should be backed up onto a portable hard drive (USB drives, aka flash or thumb drives, are NOT suitable storage devices. They can become corrupted, pick up viruses, and are often too small to hold the large digital files that are produced). Desktop storage files may be wiped at any time, and all computers will completely wiped at the conclusion of each semester. Also, be aware that computer/server/power failure may occur at any time, resulting in the possible loss or corruption of files. Be smart – back-up, back-up, back-up.

## COMPUTER AND DIGITAL CAMERA REQUIREMENTS

The Department of Art & Design requires all students who pass the Candidacy (Freshman) Portfolio Review for Graphic Design* to purchase laptop computers and design software. We recommend Apple Macintosh MacBook Pro laptops that meets the recommended requirements for current software for the design industry. A laptop puts a student's work at their fingertips anytime and anywhere they wish to work. Buy the fastest laptop computer you can afford with extra RAM. It is possible to add additional RAM later, but you are stuck with the processor Also, purchase a large external hard drive (1TB+) for daily backups of your computer.

## HARDWARE MINIMUM REQUIRE-MENTS

*Recommended Minimum Configuration:* Macbook Pro 13", 2.59ghz Intel i5 Dual-Core, 8GB 2133MHz Memory, 256GB PCIe-Based SSD Intel Iris Graphics 550

*Recommended Minimum Configuration:* PC 13" 8GB LPDDR3 256PCIe 1.5 Intel core, Intel HD Graphics 530 & 256AMD Radeon Pro 455 or 460

**NOTE:** Please be aware that hardware and software requirement changes quickly, so check to see what is currently the recommended requirement of the software that will be used for the class. Currently, the software is the latest edition of Adobe Creative Suite.

## ADDITIONAL HARDWARE NEEDS INCLUDE:

_Basic 3-in-1 color printer
_Full-sized mouse or Wacom tablet (track pads make drawing difficult)
_Backup Hard Drive (1TB or greater)

Animation Students
_Light table, 19" LED recommended
_Scanner
_Wacom Cintiq
_Video camera

## MINIMUM SOFTWARE REQUIRE-MENTS

Graphic and Web Design students must purchase the latest edition of Adobe Creative Cloud which includes the require programs.* The memory and processing requirements for Animation software often places the computers far beyond the student's financial reach. Therefore, students in 3D Animation are advised NOT to purchase their own computers, but rather expect to spend lots of time in the Animation Lab. 2D Animation students must purchase the latest edition of Adobe Creative Suite Cloud.

## DIGITAL CAMERA REQUIREMENTS

All students in Art & Design must have a digital camera capable of taking high-quality photographs of their work for portfolio documentation.*

## MINIMUM CAMERA REQUIRE-MENTS

Digital point-and-shoot camera with at least 20 megapixel capacity (phone and tablet cam-eras are not acceptable).* Students taking photography courses beyond VCAD 206 Basic Photography must have an SLR format camera.

Total Required Credits:123

# BFA in Visual Arts – Animation Concentration

| Semester | Number | Course Title | Credits | Grade | Transfer |
|---|---|---|---|---|---|
| **Freshman** Fall | ARTS 101 | Drawing I | 3 | _____ | _____ |
| | ARTS 103 | 2D Design | 3 | _____ | _____ |
| | ARTS 199 | Art Appreciation | 3 | _____ | _____ |
| | ENGL 110 | Composition I | 3 | _____ | _____ |
| | MATH 112 | Basic Math I | 3 | _____ | _____ |
| Spring | ARTS 102 | Drawing II | 3 | _____ | _____ |
| | ARTS 104 | Color Theory | 3 | _____ | _____ |
| | ARTS 108 | Computers for Artists | 3 | _____ | _____ |
| | ENGL 111 | Composition II | 3 | _____ | _____ |
| | MATH 113 | Basic Math II | 3 | _____ | _____ |
| | HPER 170 | Wellness/Health | 2 | _____ | _____ |
| **Sophomore** Fall | ARTS 202 | Life Drawing I | 3 | _____ | _____ |
| | ARTS 208 | Perspective Drawing | 3 | _____ | _____ |
| | ARTS 209 | Cognitive Development For the Artist | 3 | _____ | _____ |
| | ARTS 215 | Intro. To Animation | 3 | _____ | _____ |
| | _____ ___ | Science & Lab | 4 | _____ | _____ |
| Spring | ARTS 212 | Life Drawing II | 3 | _____ | _____ |
| | ARTS 207 | 3D Design | 3 | _____ | _____ |
| | ARTS 225 | Electronic Animation | 3 | _____ | _____ |
| | ENGL ___ | Literature Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| **Junior** Fall | ARTS 301 | World Art Survey I | 3 | _____ | _____ |
| | ARTS 325 | Animation Basic I | 3 | _____ | _____ |
| | ARTS 315 | Sound for Animation | 3 | _____ | _____ |
| | HIST 114 | World History I | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| Spring | ARTS 302 | World Art Survey II | 3 | _____ | _____ |
| | ARTS 335 | Animation Basic II | 3 | _____ | _____ |
| | ARTS 330 | Animation I | 3 | _____ | _____ |
| | HIST 115 | World History II | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| **Senior** Fall | ARTS ___ | Art History Elective | 3 | _____ | _____ |
| | ARTS 425 | Animation Basic III | 3 | _____ | _____ |
| | ARTS 430 | Animation II | 3 | _____ | _____ |
| | _____ | Social Science Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| Spring | ARTS ___ | Art History Elective | 3 | _____ | _____ |
| | ARTS 435 | Animation Team | 3 | _____ | _____ |
| | ARTS 440 | Senior Animation Studio | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |

## BFA IN VISUAL ARTS
## GRAPHIC DESIGN CONCENTRATION
Total Required Credits: 123

# BFA in Visual Arts – Graphic Design Concentration

| Semester | Number | Course Title | Credits | Grade | Transfer |
|---|---|---|---|---|---|
| **Freshman** Fall | ARTS 101 | Drawing I | 3 | _____ | _____ |
| | ARTS 103 | 2D Design | 3 | _____ | _____ |
| | ARTS 199 | Art Appreciation | 3 | _____ | _____ |
| | ENGL 110 | Composition I | 3 | _____ | _____ |
| | MATH 112 | Basic Math I | 3 | _____ | _____ |
| Spring | ARTS 102 | Drawing II | 3 | _____ | _____ |
| | ARTS 104 | Color Theory | 3 | _____ | _____ |
| | ARTS 108 | Computers for Artists | 3 | _____ | _____ |
| | ENGL 111 | Composition II | 3 | _____ | _____ |
| | MATH 113 | Basic Math II | 3 | _____ | _____ |
| | HPER 170 | Wellness/Health | 2 | _____ | _____ |
| **Sophomore** Fall | ARTS 202 | Life Drawing I | 3 | _____ | _____ |
| | ARTS 208 | Perspective Drawing | 3 | _____ | _____ |
| | ARTS 209 | Cognitive Development For the Artist | 3 | _____ | _____ |
| | VCAD 201 | Typography I | 3 | _____ | _____ |
| | VCAD 203 | Graphic Design I | 3 | _____ | _____ |
| Spring | ARTS 212 | Life Drawing II | 3 | _____ | _____ |
| | VCAD 200 | Graphic Design History | 3 | _____ | _____ |
| | VCAD 202 | Typography II | 3 | _____ | _____ |
| | VCAD 205 | Graphic Design II | 3 | _____ | _____ |
| | ENGL ___ | Literature Elective | 3 | _____ | _____ |
| **Junior** Fall | ARTS 301 | World Art Survey I | 3 | _____ | _____ |
| | VCAD 206 | Basic Photography | 3 | _____ | _____ |
| | VCAD ___ | Restricted Elective | 3 | _____ | _____ |
| | HIST 114 | World History I | 3 | _____ | _____ |
| | _____ | Science & Lab | 4 | _____ | _____ |
| Spring | ARTS 302 | World Art Survey II | 3 | _____ | _____ |
| | VCAD ___ | Restricted Elective | 3 | _____ | _____ |
| | HIST 115 | World History II | 3 | _____ | _____ |
| | _____ | Social Science Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| **Senior** Fall | VCAD ___ | Restricted Elective | 3 | _____ | _____ |
| | VCAD 430 | Portfolio | 3 | _____ | _____ |
| | VCAD 450 | Internship | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| Spring | ARTS ___ | Art History Elective | 3 | _____ | _____ |
| | VCAD ___ | Restricted Elective | 3 | _____ | _____ |
| | VCAD 451 | Senior Thesis Project | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |

Total Credit    123

## BFA IN VISUAL ARTS
## STUDIO ARTS CONCENTRATION
Total Required Credits: 120

# BFA in Visual Arts – Studio Arts Concentration

| Semester | Number | Course Title | Credit | Grade | Transfer |
|---|---|---|---|---|---|
| **Freshman** Fall | ARTS 101 | Drawing I | 3 | _____ | _____ |
| | ARTS 103 | 2D Design | 3 | _____ | _____ |
| | ARTS 199 | Art Appreciation | 3 | _____ | _____ |
| | ENGL 110 | Composition I | 3 | _____ | _____ |
| | MATH 112 | Basic Math I | 3 | _____ | _____ |
| Spring | ARTS 102 | Drawing II | 3 | _____ | _____ |
| | ARTS 104 | Color Theory | 3 | _____ | _____ |
| | ARTS 108 | Computers for Artists | 3 | _____ | _____ |
| | ENGL 111 | Composition II | 3 | _____ | _____ |
| | MATH 113 | Basic Math II | 3 | _____ | _____ |
| | HPER 170 | Wellness/Health | 2 | _____ | _____ |
| **Sophomore** Fall | ARTS 202 | Life Drawing I | 3 | _____ | _____ |
| | ARTS 208 | Perspective Drawing | 3 | _____ | _____ |
| | ARTS 209 | Cognitive Development For the Artist | 3 | _____ | _____ |
| | ARTS 217 | 3D Methods & Materials | 3 | _____ | _____ |
| | ____ __ | Science & Lab | 4 | _____ | _____ |
| Spring | ARTS 212 | Life Drawing II | 3 | _____ | _____ |
| | ARTS 207 | 3D Design | 3 | _____ | _____ |
| | ARTS 216 | 2D Methods & Materials | 3 | _____ | _____ |
| | ENGL __ | Literature Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| **Junior** Fall | ARTS 301 | World Art Survey I | 3 | _____ | _____ |
| | ARTS ___ | Paint/Sculpt/Ceramics | 3 | _____ | _____ |
| | ARTS ___ | Restricted Elective | 3 | _____ | _____ |
| | HIST 114 | World History I | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| Spring | ARTS 302 | World Art Survey II | 3 | _____ | _____ |
| | ARTS ___ | Paint/Sculpt/Ceramics | 3 | _____ | _____ |
| | ARTS ___ | Restricted Elective | 3 | _____ | _____ |
| | HIST 115 | World History II | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| **Senior** Fall | ARTS ___ | Art History Elective | 3 | _____ | _____ |
| | ARTS ___ | Paint/Sculpt/Ceramics | 3 | _____ | _____ |
| | ARTS ___ | Restricted Elective | 3 | _____ | _____ |
| | VCAD 430 | Portfolio | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |
| Spring | ARTS ___ | Art History Elective | 3 | _____ | _____ |
| | ARTS ___ | Paint/Sculpt/Ceramics | 3 | _____ | _____ |
| | VCAD 451 | Senior Thesis | 3 | _____ | _____ |
| | _____ | Social Sciences Elective | 3 | _____ | _____ |
| | _____ | Elective | 3 | _____ | _____ |

Total Credit: 120

NOTES

NOTES

**art&design**

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