

Western University  
Department of Visual Arts

## MFA Graduate Studio Seminar VAS 9541b/9544b

Term/Session: Winter 2020

Professor: David Merritt: [dmerritt@uwo.ca](mailto:dmerritt@uwo.ca)

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	Fridays	10:00 am-1pm	weekly
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### *Technical Requirements:*

Stable internet connection

Laptop or computer

Working microphone

Working webcam

UWO Zoom Account

Camera (or Camera Phone)

- This course will use the UWO Zoom for course delivery access through your Western email address
- Attendance at scheduled synchronous sessions is required
- Participation and Engagement in synchronous sessions is required
- Preparatory work must be completed prior to their scheduled synchronous sessions
- Missed in class work due to illness should be completed within 48 hours
- Cameras must be on during class and break out room activities

All course material will be posted to OWL: <http://owl.uwo.ca>. Any changes will be indicated on the OWL site and discussed with the class.

For OWL technical assistance call support on the [OWL Help page](#) or [Western Technology Services Helpdesk](#) at 519-661-3800 or ext. 83800.

[Google Chrome](#) or [Mozilla Firefox](#) are the preferred browsers to optimally use OWL; update

January 15	February 13-21	April 9	April 19-23 (exact dates TBA)
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### Course Description

This course has been designed this semester in consideration of Western emergency's remote teaching response to COVID-19 and has been scheduled to convene weekly as

Each entry should around 250 words in length and submitted as a PDF at the end of the course

### **Information about late or missed evaluations:**

Late assessments without illness self-reports will be subject to a late penalty 1% per day

Late assessments with illness self-reports should be submitted within 24 hours of the last illness self-report

### **Course Requirements**

#### **Attendance:**

As the teaching methods used will include synchronous class discussions, critiques, lectures and workshops, attendance, punctuality and preparedness for the class are critical. Be sure to familiarize yourself with current academic consideration policy (below, under Visual Arts Department Policy) concerning procedures for requesting accommodations for reasons of health or bereavement. Under university regulations, if someone misses more than 15% of their classes (*15% is equivalent to missing 8 hours of Lecture and/or Studio Lab, due to absence or lateness, or a combination of both, per semester*) without written corroboration for health or bereavement, students can be debarred from participation in final evaluations and/or assignments.

In cases of serious health and bereavement reasons, extensions for major assignments will be granted upon receipt of official notification from the student's faculty advisor.

- Late assessments with illness self-reports should be submitted within 24 hours of submission of the last illness self-report
- An assessment cannot be submitted after it has been returned to the class; [an alternate assessment will be assigned] OR [the weight will be transferred to the final grade]
- If a make-

Permitted recordings are not to be distributed

All recorded sessions will remain within the course site or unlisted if streamed

### **Online Participation and Engagement**

Students are expected to participate and engage with course content as much as possible.

In addition to participation in oral discussions, students may post comments on chat threads.

Students can also participate by interacting in the forums with their peers and instructors.

### **Online Etiquette**

To ensure the best experience for both you and your classmates, please honour the following rules of etiquette:

- x please “arrive” to class on time
- x please use your computer and/or laptop if possible (as opposed to a cell phone or tablet)
- x ensure that you are in a private location to protect the confidentiality of discussions in the event that a class discussion deals with sensitive or personal material
- x to minimize background noise, it may be necessary to mute your microphone for the until you are invited to speak
- x please be prepared to turn your video camera off at the instructor’s request if the internet connection becomes unstable
- x unless invited by your instructor, do **not** share your screen in the meeting

The course instructor will act as moderator for the class and in most cases mediate any questions from participants. To participate please consider the following:

- x if you wish to speak please raise your hand (physically or virtually) and wait for the instructor to acknowledge you before beginning your comment or question
- x remember to unmute your microphone before speaking
- x remember to mute your mic after speaking (unless directed otherwise)

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General considerations of “netiquette”:



**Below 50 (Unacceptable, F)** - The studio work demonstrates a failure to comprehend/engage the topic.

- x *Are encouraged to make appropriate decisions, based on their specific circumstances, recognizing that minor ailments (e.g., upset stomach) or upsets (e.g., argument with a friend) are not normally an appropriate basis for a self-reported absence;*
- x ***Must communicate with their instructors no later than 24 hours** after the end of the period covered by either the self-reported absence or SMC, or immediately upon their return following a documented absence;*
- x ***Are advised that all necessary documentation, forms, etc. are to be submitted to academic counselling within two business days after the date specified for resuming responsibilities***

*Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe as to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours or less. The following conditions are in place for self-reporting of medical or extenuating circumstances:*

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medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates. These dates as well as other important information about examinations and academic standing can be found [here](#).

### **Academic Offenses**

“Scholastic offences are taken seriously, and students are directed [here](#) to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence.

### **Accessibility Statement**

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review [The policy on Accommodation for Students with Disabilities](#).

### **Correspondence Statement**

The centrally administered e-mail account provided to students will be considered the individual’s official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner. You can read about the privacy and security of the UWO email accounts [here](#).

### **Turnitin and other similarity review software**

All assignments will be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. Students will be able to view their results before the final submission. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use 08.9 (v)e



[Registrarial Services](#)  
[Student Development Services](#)  
[Student Health Services](#)

## **Student Conduct**

All students will conduct themselves in a manner that will be consistent with the maturity and academic integrity expected of university students. Student conduct shall be consistent with the general laws of the community and with University regulations. Students shall show regard and respect for the rights, safety, and property of all members of the University community and are expected to act in a responsible manner within the University and the community at large. [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/code\\_of\\_conduct.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/code_of_conduct.pdf)

## **Normal Building Access (September 1st to April 30th) (Subject to change):**

The John Labatt Visual Arts Centre will be closed at 10:00pm each night Monday to Friday. There will be no after-hour access for undergraduate students. The Centre is open weekends 12:00pm-5:00pm unless otherwise posted; access by side entrances only. Students should be prepared to vacate the building promptly at 10:00pm and 5:00pm. You must also sign-in with the building monitors when working

University. [http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&Keywords=academic%20sanctions&SubHeadingID=169&SelectedCalendar=Live&ArchiveID=#SubHeading\\_169](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&Keywords=academic%20sanctions&SubHeadingID=169&SelectedCalendar=Live&ArchiveID=#SubHeading_169)

## **Health and Wellness**

*Western offers a variety of counselling services and several mental health resources for students. If you or a friend are feeling overwhelmed, confused or unsure of your mental health state, please don't ignore it. There are steps you can take to help yourself or help others. Western provides several on-campus health-related services to help engage in healthy living while pursuing your degree. For example, to support physical activity, all students receive membership in Western's Campus Recreation Centre. Further information regarding health and wellness-related services available to students may be found at <http://www.health.uwo.ca/>. If you are in emotional or mental distress should refer to Mental Health Support at Western <http://www.uwo.ca/uwoom/mentalhealth/> for a complete list of options about how to obtain help.*

## **Gender Neutral Bathrooms**

*Middlesex College does not have specifically gender-neutral bathrooms. There are two gender neutral bathrooms in the JLVAC. One is located in the Artlab and is open only during Artlab hours. A second single stall gender neutral bathroom can be found on the third floor of the JLVAC. Here is the full list of inclusive washrooms at UWO: [http://www.uwo.ca/equity/doc/inclusive\\_washrooms.pdf](http://www.uwo.ca/equity/doc/inclusive_washrooms.pdf). Please contact the Media Lab Technician, Jennifer Slauenwhite ([jslauen@uwo.ca](mailto:jslauen@uwo.ca)), for card access to the elevator and stairs if you are in need of the 3rd floor gender neutral/accessible washroom for the academic year.*