

University of Texas at El Paso
Special Studies
Syllabus-Spring 26

COURSE INFORMATION Course Rubric Number: ART 3339, Special Studies, CRN 25524 Meeting Time: MW 3:00 -4:30 pm Meeting Location: FFA A348	INSTRUCTOR INFORMATION Instructor: ALIX GAYTAN Office Hours: By appointment or Zoom Office Location: FAA A348 Email: argaytan2@utep.edu
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INSTRUCTOR INTRODUCTION

Alix Gaytan is a native of El Paso/Juarez area. She received her BFA in Painting with a minor in Printmaking from the University of Texas at El Paso and earned her MFA in Painting from Pennsylvania State University.

COURSE DESCRIPTION

This independent study course is designed to provide advanced art students with the opportunity to work one-on-one with the instructor in a concentrated teaching environment. The course will emphasize a more professional and independent setting to guide students in creating a goal-oriented art project. The student will be able to continue exploring their current student portfolio projects or explore new approaches to other artistic concepts or processes. The primary objective of the course is to create an advanced art project that showcases a distinctive style of making and a cohesive exploration of a specific concept. The student will also learn how to make a professional art proposal and present it to the instructor for assessment. The proposal will serve as the starting point for the series of artworks that will be created during the semester. Through regular meetings with the instructor, students will receive ongoing feedback and guidance. The course will culminate in a final critique and assessment of the chosen project.

COURSE OBJECTIVES

- Learn how to work independently to develop a goal-oriented project.
- Develop skills in professional arts practice.
- Learn and apply methods for writing about visual art practice.
- Improve and polish current art-making skills.
- Explore a variety of mediums, techniques, or processes.
- Grasp more advanced notions of composition.
- Participate in critical thinking and discussion on ideas related to the course.
- Improve on developing a strong and solid professional work ethic.
- Create a series of works that advanced art students can be proud of.

GRADING CRITERIA

Your grade on this course will be determined by your performance on the following:

Participation/Attendance	10%
Proposal	10%
Final Portfolio/Project	80%
TOTAL	100%

Letter Grade Format will be used for all assignments and examinations.

100-90 (A, Excellent), 89-80 (B, Good), 79-70 (C, Keep Experimenting) 69-60 (D, Unsatisfactory) 59 > (F, Fail)

UNIVERSITY POLICY STATEMENTS

Incompletes, Withdrawals, Pass/Fail

Incompletes, Withdrawals, Pass/Fail: Incompletes or "I" grades will be considered for students completing satisfactory or better work and having serious, legitimate situations beyond their control requiring additional time to complete the course requirements. All "I" grades are at the instructor's discretion and the Department chair's approval. Students are responsible for withdrawing from this course if that procedure is elected. Withdrawals must be completed on or before the final date to drop a course with a W. Students missing this deadline will be issued a grade for their performance on the course.

Plagiarism/Academic Dishonesty

Cheating/Plagiarism: Cheating is unethical and unacceptable. Plagiarism is using information or original wording in a paper without crediting the source of that information or wording; it is also unacceptable. Do not submit work, images, writing, or prints that are not your creative output, including the use of AI. If an image appears on Google or in another image source and you copy that image, it is plagiarism. You may not submit work for this class that you did for another class. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP catalog policy. Refer to <http://www.utep.edu/dos/acadintg.htm> for further information.

Accommodation Policy

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services, and activities with documented disabilities to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodation will be made unless it is determined that doing so would cause undue hardship for the University. Students requesting accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915- 747-5148, email them at cass@utep.edu, or apply for accommodations online via the CASS portal (<https://www.utep.edu/student-affairs/cass/>).

Student Pregnancy and Parenting Nondiscrimination Policy

Under Title IX of the Education Amendments of 1972, you are entitled to reasonable accommodation for as long as your doctor deems medically necessary. It will be important to review each student's situation individually, as reasonable accommodation will be highly dependent on the requirements of individual courses. Examples of possible reasonable accommodations (when deemed medically necessary) are:

- Excused absences due to pregnancy or related condition
- Reviewing lectures online if available
- Opportunity to make up field/lab work
- Rescheduling of tests or exams
- A larger desk or other adaptive furniture
- Breaks during class, as needed
- Submitting work after a deadline missed due to pregnancy or childbirth
- Providing alternatives to make up missed work
- Assignment of an Incomplete grade (if eligible)
- Allowing "Withdrawal" with a refund (if eligible)

If you have questions related to student pregnancy or pregnancy-related accommodation, please contact the Center for Accommodations and Support Services at cass@utep.edu or at 915-747- 5148.

You may also contact the Title IX Program at titleix@utep.edu or at 915-747-8358 if you believe you have been discriminated against due to being pregnant or a pregnancy-related condition. For more information visit <https://www.utep.edu/titleix/pregnancy-and-parenting.html>

COVID Guidelines

The COVIDaction@utep.edu is still active and is an available resource for those who don't know what to do in COVID-19-related incidents. In addition, even though self-reporting is not required, we recommend that individuals report and receive guidance based on the CDC guidelines. I have attached a link with the most up-to-date UTEP policy regarding COVID. If you have any other questions, please let us know. Thank you. <https://www.utep.edu/ehs/covid/>

INSTRUCTOR'S POLICIES

Attendance/Participation

Attendance, punctuality, participation and appropriate class conduct are crucial. Failure to perform to required standards will result in strong grade penalties and can cause failure of this course.

Students must log onto Blackboard daily and attend face-to-face meetings according to the schedule provided at the beginning of the course. If an emergency occurs and you must be absent, you must show proof/or documentation of the event for your absence to be excused. Absences may be excused with proper notification for documented serious illness, documented COVID issues, documented child-care emergencies, documented death in the immediate family, or documented university-sanctioned events. Scheduled appointments,

transportation problems, and job demands are not excused absences.

Unexcused absences and late arrivals to class will be counted against your overall grade.

Course Communication

Please check the top of the syllabus for days and times. I will only answer emails Monday through Friday from 8-5am. I will not be available during weekends. I suggest maintaining all communication through Blackboard, so please try to make this your first option for communicating with me. Announcements will be made weekly via Blackboard for reminders of possible events occurring during the upcoming week. Check Blackboard daily.

Recommendation Letters/References

I will be more than happy to give a recommendation letter or reference only when the following criteria are met:

- The student has taken and finished one or more courses with me as the instructor
- The student passed the course(s) with an A letter grade (100>99)

Work Revisions

There will be “Work Revisions” throughout the semester. These meetings will be specifically designed to discuss the project’s progress. Here, the student and instructor can address any questions or concerns about the work. Specific dates are marked on the class calendar.

These meetings will be counted towards the attendance/participation grade.

Coursework and Assessment

- A proposal will be assigned as part of the main grade for this course.
- A final portfolio/project will be developed as the main coursework.
- A Final Critique/Assessment will be given at the end of the semester.

Make-up Work/Late Assignments/Unfinished Submissions

- Make-up work or late assignments will be accepted at the instructor’s discretion.
- Unfinished or late submissions (if accepted by instructor) will receive a grade not higher than 79-70 (C, Keep Experimenting).
- Any student arriving late to a group critique will receive a grade not higher than 79-70 (C, Keep Experimenting) to their portfolio/critique grade.
- **All ASSIGNMENTS MUST BE COMPLETED and DISPLAYED DURING CRITIQUE DAY TO QUALIFY FOR FULL CREDIT.**
- **NO EXCEPTIONS WILL BE GIVEN FOR ANY GROUP CRITIQUE**

Materials

The student is responsible for providing the materials necessary to develop their chosen project. I can provide recommendations as needed, tailored to the students’ specific needs and work requirements.

CALENDAR

*Syllabus guidelines and dates are subject to change. You will be informed if any changes occur.

WEEK	PROJECTS, CRITIQUES, ASSIGNMENTS
Week 1 Jan 20-Jan 23	<ul style="list-style-type: none"> • M: Syllabus, Proposal Assignment INTRO • W: workday • Proposal Due
Week 2 Jan 26-Jan 30	<ul style="list-style-type: none"> • M: Work Revision/Proposal Review • W: workday
Week 3 Feb 2-Feb 6	<ul style="list-style-type: none"> • M: Workday • W: workday
Week 4 Feb 9-Feb 13	<ul style="list-style-type: none"> • M: Work Revision • W: workday
Week 5 Feb 16-Feb 20	<ul style="list-style-type: none"> • M: workday • W: workday
Week 6 Feb 23-Feb 27	<ul style="list-style-type: none"> • M: Work Revision • W: workday
Week 7 Mar 2-Mar 6	<ul style="list-style-type: none"> • M: workday • W: workday
Week 8 Mar 9-Mar 13	<ul style="list-style-type: none"> • M: Work Revision • W: workday
Mar 16-Mar 20	SPRING BREAK-NO CLASSES
Week 9 Mar 23-Mar 27	<ul style="list-style-type: none"> • M: Work Revision • W: workday
Week 10 Mar 30-Apr 3	<ul style="list-style-type: none"> • M: workday • W: workday
Week 11 Apr 6-Apr 10	<ul style="list-style-type: none"> • M: Work Revision • W: workday
Week 12 Apr 13-Apr 17	<ul style="list-style-type: none"> • M: workday • W: workday
Week 13 Apr 20-Apr 24	<ul style="list-style-type: none"> • M: Work Revision • W: workday
Week 14 Apr 27-May 1	<ul style="list-style-type: none"> • M: workday • W: workday
Week 15 May 4-May 8	Final Portfolio DUE
FINALS WEEK May 11-May 15	<ul style="list-style-type: none"> • Final Critique/Assessment, Portfolio Pick-up, One-on-one meeting, Date to be announced.

IMPORTANT DATES

Oct 27th: Spring Registration Begins

Jan 8th: Last Day to Clear Students on Suspension/Probation as well as those with Insufficient Prerequisites

Jan 9th: Drops for Students with Unsatisfactory Academic Standing, Insufficient Prerequisites, and Prior Grades of C in the Course

Jan 12th: Financial Aid is Disbursed

Jan 19th: Dr. Martin Luther King, Jr. Holiday – University Closed

Jan 20th: Spring classes begin

Jan 20-23rd: Late Registration (Fees are incurred)

Feb 4th: Spring Census Day

Note: This is the last day to register for classes. Payments are due by 5:00 pm.

Feb 16th: 20th Class Day

Note: Students who were given a payment deadline extension will be dropped at 5:00 pm if payment arrangements have not been made.

Feb 20th: Graduation application deadline for degree conferral

Mar 16-20th: Spring Break

Mar 25th: Freshman midterm grades are due

Mar 27th: Cesar Chavez Holiday - No classes

Apr 2nd: Spring Drop/Withdrawal Deadline

Note: Student-initiated drops are permitted after this date, but the student is not guaranteed a grade of W. The faculty member of record will issue a grade of either W or F.

Apr 3rd: Spring Study Day - no classes

Apr 17th: Deadline to submit candidates' names for commencement program.

May 7th: Spring last day of classes

May 8th: Dead day

May 11-15th: Spring Final Exams

May 16-17th: Spring Commencement

May 20th: Grades are Due

May 21st: Grades are posted to student records; students are notified of grades and academic standing

