University of Texas at El Paso
BASIC DRAWING II
SYLLABUS-Fall 2025

COURSE INFORMATION	INSTRUCTOR INFORMATION
Course Rubric Number: ARTF 1304 Basic Drawing II, CRN 20534 **Meeting Days & Time: MW 11:30 am-2:20 pm** **Meeting Location: FFA-A263**	**Instructor: ALIX GAYTAN** **Office Hours: By appointment or Zoom** **Office Location: FAA A348** **Email: argaytan2@utep.edu**

INSTRUCTORS 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 her MFA in Painting from Pennsylvania State University.

COURSE DESCRIPTION

ARTF 1304 DRAWING II- This studio course continues to explore and build upon drawing skills learned in Basic Drawing 1. Various black and white as well as color materials will be introduced. A more complex range of subject matter and techniques focused on visual communication will be explored in longer and more involved drawings. Success on this course greatly depends on your ability to fulfill the course goals and objectives. Following instructions, meeting due dates, class attendance and participation, and a commitment to work on assignments outside class time will all benefit you.

COURSE GOALS & OBJECTIVES

● Become familiar with the uses and qualities of various drawing media.
● Learned foundational drawing skills and techniques such as realistic rendering, shading, line quality, perspective, drawing from life, and more.
● Demonstrated their understanding of course content through various exercises and assignments, culminating in a final portfolio review.
● Gained the skills to confidently and capably discuss drawing in personal reflections and a group critique setting.
● Develop an introductory understanding of color theory.

COURSE OUTCOMES

Students who successfully complete this course:
● Will be competent in using line and value to render forms based on observation of the visual world
● Will have experience and competence in handling various drawing media, including color media
● Will be familiar with color terminology and have the skills to use value to build form will be able to develop pictorial space
● Will have a greater understanding of the contemporary art world
● Will have greater confidence in their ability to plan and commit to an idea
● Will have the ability to critically assess their own and other's work

GRADING CRITERIA

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

Participation/Attendance	20%
Midterm Portfolio Review/Critique	35%
Final Portfolio Review/Critique	45%
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)
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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.

- Each student is permitted 2 absences during the semester without penalty (This statement does not include critique days.) Students with more than 2 absences should consider dropping this course and retaking it at a time when the student can commit the proper attention to the course.
- Each unexcused absence after 2 will result in the final course grade being lowered by 1 full letter grade. Absences after the first 2 can be excused only if the first 2 absences are excused.
- Excused absences are defined as documented illness or serious illness or death in the immediate family.
- Coming to class late or leaving early is unacceptable. All students are required to attend class on time and to remain in the class the entire time. Entering class late and leaving early is disruptive, disrespectful and sets an intolerable standard for everyone.
- 3 X ½ hour or less late = 1 absence
- More than. ½ hour late = 1 absence
- Coming to class unprepared or attending class and not working is regarded as absent.
- Information missed during an absence is the sole responsibility of the student.
- Final Attendance Grade will be calculated at the end of the semester.

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 8-5 am. 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.

Community Atmosphere

Studio courses involve constructive dialogue between classmates and the instructor. We can learn much from one another through open communication and collaboration during class. Communication is important in this class. If you ever need anything in class, do not hesitate to communicate. Listening to your peers, asking questions, joining discussions, and actively engaging in class activities benefit everyone's learning experience and will positively affect your grade. Lastly, each student will clean their work area at the end of each class.

Constant focus on your projects during class is expected. This is part of your participation grade. Any student creating distractions for other students or constantly moving in or outside the studio for no reason will be marked as late or absent.

Breaks: For in-person classes, we will have a ten-minute break about halfway through class for lunch, checking emails, chatting, etc.

Electronics Policy

Electronics will be used at the instructor's discretion. However, there will be ZERO tolerance for constant texting, or any electronic distractions not related to the course content. If you need to take a call, you can simply step outside of the classroom. Any student not complying with this policy will be marked late or absent.

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)

Coursework and Assessment

- Projects are the main core of this course. Constant practice is key to continuing to improve your drawing skills. There are expectations to work outside class time to finish the projects, so keep this in mind.
- Critiques and portfolio reviews are essential to this course so that they will have no make-up option. These are equivalent to exams. Guidelines will be explained later in the semester.
- A digital portfolio will be submitted via Blackboard.

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.**

REQUIRED MATERIALS

There is no textbook required for this course. Reading materials will be supplied on Blackboard. However, there are drawing materials each student will have to purchase for this course. The size and quantity of these materials are required. Please use the recommended brands in the materials list. If you already have drawing materials that are like these, cannot find something, or if you have any questions at all, please let me know. Also, I recommend buying locally since shipping could take some time. Note: You will likely need to restock some materials as the semester progresses.

- Bristol paper pad, 19”x 24”, vellum, white, 100 lb
- Stonehenge Paper, 22” x 30”, 1 sheet (black)
- Graphite drawing pencils. #2B will suffice.
- 12+ COMPRESS charcoal sticks
- 3+ white charcoal sticks
- 24+ Soft-Pastels or nu pastels.
- 12+Oil Pastels. The school will be providing a set, but you might need to buy extras.
- 24+ Color Pencils (optional)
- Blending Stumps Tools. Any brand will do.
- Sandpaper paddle/or block.
- Fine Point eraser (eraser pencils or something similar)
- White vinyl artist’s eraser.
- Kneaded rubber eraser
- White artist’s tape (1 in. wide). This is not masking tape. White artist’s tape only.
- Workable Fixative. Recommended: Grumbacher or Krylon Workable Fixative
- Pencil sharpener
- Ruler 18”
- Container for materials or toolbox
- Portfolio, bigger than 24”x36”. (Preferable Hard-Case but fabric or cardboard will suffice)

THE FOLLOWING MATERIALS ARE REQUIRED. IT IS YOUR RESPONSIBILITY TO HAVE THEM READY. PLEASE, BE RESPONSIBLE, OR POINTS WILL BE DEDUCTED FROM YOUR PARTICIPATION GRADE.

Retailers:

- Art Center (local, Expensive, Only for drawing paper and emergencies)
- Michaels (local)
- Hobby Lobby (local)
- Dick Blick (Best option for inventory and prices)
- Jerry’s Artarama (Sometimes they have limited inventory on specific brands, but their prices tend to be as good as Dick Blick's.)

CALENDAR

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

WEEK	PROJECTS, CRITIQUES, ASSIGNMENTS
Week 1 Jan 20-Jan 23	• M: NO CLASSES • **W:**Intro to course, Syllabus, Portfolio and Rubric Expectations
Week 2 Jan 26-Jan 30	• M: **P#1 Charcoal (Value), DEMO** • W: workday
Week 3 Feb 2-Feb 6	• M: workday • W: **P#2 White Charcoal, DEMO**
Week 4 Feb 9-Feb 13	• M: workday • W: workday
Week 5 Feb 16-Feb 20	• M: **P#3 Color, Eye Drawing, DEMO** • W: workday
Week 6 Feb 23-Feb 27	• M: workday • W: **P#4 Colorful Perspectives**
Week 7 Mar 2-Mar 6	• M: workday • W: workday
Week 8 Mar 9-Mar 13	• **CRITIQUE WEEK**
SPRING BREAK Mar 16-Mar 20	**NO CLASSES-SPRING BREAK**
Week 9 Mar 23-Mar 27	• M: **P#5 Candy** • W: workday
Week 10 Mar 30-Apr 3	• M: workday • W: workday
Week 11 Apr 6-Apr 10	• **M:P# 6 Expressive Self Portrait** • W: workday
Week 12 Apr 13-Apr 17	• M: workday • W: workday
Week 13 Apr 20-Apr 24	• M: **Final Project Intro** • W: workday
Week 14 Apr 27-May 1	• M: workday • W: workday
Week 15 May 4-May 8	**CRITIQUE WEEK**
FINALS WEEK **May 11-May 15**	• **Portfolio Pick-up, One-on-one meetings**

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