



School of Art, Craft & Design

TENNESSEE TECH

BFA Senior Thesis

Painting: ART 4411, 4412, 4413, 4414

Clay: ART 4511, 4512, 4513, 4514

Fibers: 4611, 4612, 4613, 4614

Glass: 4711, 4712, 4713, 4714

Metals: 4811, 4812, 4813, 4814

Wood: 4911, 4912, 4913, 4914

Dual-Studio: 4111, 4112, 4113, 4114

Course Description

Course Details

Credit: 3 Credits. Two courses (6 credits) should be taken simultaneously to ensure timely completion. Prerequisite: Approval of student's BFA advisor(s), successful progress towards completion of academic and studio requirements.

Course Objectives

To provide the student with specific working format and guidance during planning and preparation of the BFA thesis exhibition.

Instructor

A professor in the student's primary emphasis area will be the official course instructor and chair of the senior thesis committee. In the case of Dual-Studio concentration, there will be two professors who share chair responsibilities.

Course Content

The student will meet regularly with his/her BFA committee to discuss the following:

1. Development of a cohesive body of work
2. Aesthetic, conceptual and technical development
3. Planning and installation of the exhibit
4. Portfolio content (digital portfolio on flash-drive, prints, resume, artist's statement, biography)

NOTE: Images must include gallery shots of the exhibition along with high quality, high-resolution images of the individual works that comprise the exhibition.

Evaluation

Evaluation of senior thesis credits will occur throughout the senior thesis experience. Each 3 credit hour courses will be evaluated separately. Evaluation will be discussed by the committee but ultimately decided by the chair of the committee.

Evaluation criteria includes:

-completion of 3 meetings per semester

-completion and submission of the student response form within 3 days of thesis meetings *Note: submission of the student response form is documentation of the meeting, failure to submit the form will result in loss of credit for the required thesis meeting.*

-progress throughout the two semester senior thesis experience. Including but not limited to: technical development, conceptual clarity, progress on production, quality of works.

- analysis of the work in the exhibition: quality, quantity, aesthetic consistency, and whether it demonstrates proficient use of materials and techniques.
- ability to explain and defend the concept and execution of the work
- exhibition design and installation
- quality and completeness of the student's portfolio and supporting materials.

Purpose

The senior thesis is intended to verify the student's ability to conceive, plan and execute a body of work appropriate to a professional exhibition. The senior thesis exhibition should represent a cohesive, aesthetically unified, technically accomplished group of works fulfilling the senior thesis project. In some cases, works completed before the thesis year may be included in the thesis exhibition, subject to approval of the committee. In senior thesis committee meetings, culminating in the final critique, the student will explain and defend the conceptual framework and process of the senior thesis work, as well as the project outcome.

Limitations

Senior thesis coursework should be completed in two semesters unless extenuating circumstances such as ill-health or other serious verifiable matters are involved. Low productivity or delayed exploration and development of technique is not cause for thesis extension. Any extension should be agreed upon by the committee and not automatically assumed possible.

Senior thesis coursework is expected to be completed in the studios of the School of Art, Craft & Design unless express permission has been granted by the thesis committee.

Students continuing thesis from one semester to the next may be allowed studio access, upon determination of advising studio faculty member, for a limited time in between semesters.

- Continuing from fall to spring: studio access during winter break, excluding the time period in which the University is closed for holidays.
- Continuing from spring to fall: studio access until the end of May. Special housing arrangements must be made, if possible, for students living at the Craft Center.

BFA Committee

Immediately at the end of the student's Junior year, two semesters prior to graduation, the student will form a thesis committee of three members, including at least two TTU full-time School of Art, Craft & Design faculty members, chaired by a TTU faculty member from the student's major area(s) of study. Additional members may include Craft Center artists-in-residence or professional artists/craftspeople from outside academia, subject to approval by the committee chair. The committee will be responsible for guidance and assistance in completing the senior thesis work and in planning the student's senior thesis exhibition and for assessing whether the student has successfully completed the requirements for the senior thesis.

How to establish your senior thesis committee:

- You are required to have 3 committee members.
- 2 of the 3 committee members must be current full-time faculty members in the School of Art, Craft & Design.
- If you are proposing a non-faculty committee member, you must obtain prior approval from your committee chairperson and you must make sure the non-faculty person is available on Friday mornings, which is when all senior thesis meetings are conducted.
- Contact the prospective committee member to request their participation on your committee. You can arrange a meeting or send them a formal request via e-mail.
- Notify the prospective committee member why you have selected them and why you would be honored by their participation.
- Thank them for their willingness to serve on your committee.

How to schedule your senior thesis meetings:

- All thesis committee meetings occur on Friday mornings. Meetings will be scheduled by administrative staff in the School of Art, Craft & Design.

Requirements

Committee Formation and Meetings

End of Junior year: Complete Senior Thesis Orientation Session and Form a BFA Committee

At the end of the semester prior to starting the Senior Thesis, the student will form a thesis committee by inviting appropriate members as stipulated above. The student will consult with the committee chair and prepare a comprehensive typewritten project proposal to include supporting narrative and sketches/images and timeline. The proposal should explain the nature of the project, how it will be implemented, and the nature of the senior thesis exhibition, and should include an approximate schedule of project execution through the course of the year. The student will work with the committee chair to determine appropriateness and feasibility.

First Semester: Project Proposal and First Meetings

Within the first two weeks of the first semester of the senior year the student will complete the first of three required thesis meetings of the semester. At this meeting, the student will distribute copies of their thesis proposal to each committee member. The proposal should explain the nature of the project, how it will be implemented, the nature of the senior thesis exhibition, and should include an approximate schedule of project execution throughout the course of the year. The committee is required to meet at least three times during the first semester to help guide the direction of the senior thesis project. At the second meeting the student should present the committee members with copies of the first draft of their exhibition statement.

Gallery Reservation for Exhibition

At the first thesis meeting, the committee will discuss scheduling for the exhibition. By the end of the 3rd week of the semester, students must submit an exhibition proposal, which includes gallery and exhibition date preferences to the gallery personnel (ACC gallery resident artist) who will work with a SAC&D faculty representative to schedule the ACC senior thesis exhibitions. Painting students will work with the painting professor and the SAC&D Director to schedule their exhibition in the BFA lobby space. Two students will share the large Joe L. Evins and North Windows galleries with exhibitions taking place for two weeks in duration. Painting students may be required to share the front and side walls of the BFA lobby space for their exhibitions.

Exhibition Reception

An exhibition reception is not required but it is encouraged. It is a good opportunity for family and friends to convene to celebrate the accomplishments of the senior thesis student. It is strongly preferred and encouraged for exhibiting students to coordinate their receptions to take place simultaneously, which provides opportunity to share resources and increases likelihood of greater attendance. Reception scheduling should be coordinated with the ACC gallery resident artist and the SAC&D office. Reception spaces must be reserved in advance using the appropriate space management system.

Second Semester

During the final semester the committee is required to meet at least three times to review the student's work and monitor progress towards the exhibition. It is advisable for the committee to meet one week prior to the exhibition installation. The committee will evaluate the quality and quantity of work, assist in editing the artist's statement, and advise the student regarding preparation and publicity for the exhibition.

Upon determining satisfactory progress towards the exhibition, the student and committee will plan specifics of the exhibition installation, including the amount of time needed for installation, lighting and other relevant details.

Final Critique and Thesis Portfolio

At the last committee meeting before the exhibition, the student must schedule a final critique to occur in the gallery while the exhibition is on display. At the final critique the student will report on the status of their thesis portfolio. Two copies of the thesis portfolio must be submitted to the committee chairperson by the close of the student's thesis exhibition. A final semester grade will not be reported without completion of this requirement.

Press Release and Postcard

A press release must be submitted to the SAC&D office (jdjohnson@tntech.edu) at least 30 days before the exhibition opening date. The design should include image, text, and general layout, and is subject to approval by the committee.

The student is responsible for all expenses involved in preparing and printing a black and white or color exhibition announcement card. Normal format for the announcement is a two-sided postcard. One side includes an image of the work or some other appropriate design and often the student's name across the bottom or top. The other side of the card is text including the following:

1. Title of exhibition
2. Student's name
3. "Thesis exhibition for the Bachelor of Fine Arts Degree in (area of concentration). School of Art, Craft & Design, Tennessee Technological University"
4. Opening and closing dates of the exhibition—including year
5. Reception date and time (reception is optional)
6. Gallery and location (address)
7. Gallery Hours
8. Student's website address (if available)
9. Leave right half of the card blank for stamp and address

Documentation of Exhibition

All of the work in the exhibition must be documented in professional-quality color digital images. In addition, it is required to submit high-quality, high-resolution images of each individual artwork included in the exhibition. These images are to be included on a flash-drive inside of the required portfolio binder.

Thesis Portfolio

After the BFA thesis exhibition is mounted, and by the last day of their thesis exhibition, the student must submit to the BFA committee chair **two copies** of the thesis portfolio, **each bound in a 1"-thick hard cover three-ring binder including:**

1. Resume
2. Artist's statement
3. Short biography
4. Exhibition announcement card
5. Press release
6. A USB flash drive including comprehensive documentation of all thesis work and exhibition display. Flash-drive must be identified with the student's name, area of concentration, and year of graduation. Images must be JPEG files, with the title extension ".jpg" only. Name each JPEG image with a number. (For example: JaneDoe #1. jpg). Images must be sized at the minimum pixel dimensions of approximately 2100 wide x 1500 high (for a horizontal image 2100 Wide by 1500 high, for a vertical image 1500 Wide by 2100 High, if your image dimensions vary) saved at the highest quality. Do not submit small JPEG "thumbnail" images of lesser pixel dimensions or higher compression. Full-sized TIFF archive images are also acceptable, which may exceed 4000 wide X 3000 high pixel dimensions and exceed 30 MB per image. Do not put the images in a PowerPoint file, an iPhoto library, or any other presentation or archive format.

7. Image list. For each image give identifying number, title, size, year of completion and media.

One copy of the thesis portfolio is returned to the student and the other becomes property of the School of Art, Craft & Design.

Thesis BFA Checklist

End of Junior Year

- _____ Formulate your thesis committee.
- _____ Create your thesis exhibition proposal.
- _____ Review your proposal with your committee chairperson.
- _____ Complete senior thesis orientation session with a faculty representative of the School of Art, Craft & Design. Students will be provided a thesis orientation packet to offer instruction, templates and timelines.
NOTE: This does not preclude each faculty member from articulating the necessary information to each of their students.

First Semester of Senior Year

- _____ Confirm that all academic and studio requirements for the BFA degree have been or are being met.
- _____ File for graduation at the Graduation office.
- _____ Meet with senior thesis committee within the first two weeks of the semester. Thesis meetings occur on Fridays and will be scheduled by the School of Art, Craft & Design administrative assistant.
- _____ Submit typed thesis proposal to thesis committee (copies to all members) by the first committee meeting.
- _____ Immediately after the first committee meeting, draft an exhibition proposal, which includes your gallery and exhibition date preferences. Exhibition proposal submission goes to the ACC gallery resident artist or the painting professor by the end of the 3rd week of the semester. Once established, report exhibition gallery/date appointment to your committee chair. Two students will share the Joe L. Evins and North Windows spaces, respectively. Exhibitions are two weeks in duration. Painting students may be required to share the front and side walls of the BFA lobby space for their exhibitions.
- _____ Meet with senior thesis committee within weeks 7-8 of the semester.
Submit first draft of exhibition statement.
- _____ Meet with senior thesis committee within the last two weeks of the semester. Submit second draft of artist statement.

Second Semester of Senior Year

- _____ Meet with senior thesis committee within the first 2 weeks of the semester. Thesis meetings occur on Fridays and will be scheduled by the School of Art, Craft & Design administrative assistant.
- _____ As work is completed, prepare portfolio materials, including high-quality, high-resolution images of all works to be in the thesis exhibition. Submit third draft of exhibition statement.
- _____ Revise and re-submit thesis proposal if necessary, as suggested and approved by the thesis committee.
- _____ Plan and schedule reception for your exhibition (optional) and review rules governing group functions at TTU. Coordinate and collaborate reception with other exhibiting students.
- _____ Submit press-release to the SAC&D office (jdjohnson@tntech.edu) at least 30 days prior to exhibition opening.
- _____ Submit design for exhibition announcement to committee at least 45 days prior to exhibition opening. (Follow postcard guidelines previously listed)
- _____ After exhibition announcement is approved, select a printing company appropriate to your design and budget. Examples include: Overnight Prints, VistaPrint, Moo.
- _____ Make arrangements with exhibition personnel at Craft Center galleries or Bryan Fine Arts for use of pedestals, Plexiglas boxes, paint, tools and other standard gallery supplies. You must furnish any specialized supplies or installation equipment.
- _____ When exhibition announcement is ready, supply 150 copies to appropriate gallery (ACC or Bryan Fine Arts) for campus and regional promotion.
- _____ Obtain a pair of 1" thick, hardcover three ring binders and appropriate archival sheet protectors and assemble two complete copies of the thesis portfolio. The SAC&D office has copies of past thesis binders for reference.
- _____ Meet with senior thesis committee within weeks 6-8 of the semester. Thesis meetings occur on Fridays and will be scheduled by the School of Art, Craft & Design administrative assistant. Submit final draft of thesis exhibition statement to the committee.
- _____ During the second thesis meeting, report on thesis portfolio progress and obtain committee's approval for final draft of thesis exhibition statement and biography.
- _____ At the last committee meeting before the exhibition, schedule the final critique to occur in gallery during the exhibition's run.
- _____ Submit thesis portfolios to committee chair by the end of the last day of the thesis exhibition.

Appalachian Center for Craft Gallery Guidelines for BFA Thesis Exhibition

Every semester, spaces are reserved in the Evins, Front and North Windows galleries for BFA thesis exhibitions.

- **Fall Semester:** Approximately the last two weeks of November and/or first two weeks of December will be available in Evins, Front and North Windows galleries. Exact dates are dependent upon other scheduled exhibitions.
- **Spring Semester:** Approximately the last two weeks of April and/or first two weeks of May will be available in the Evins, Front and North Windows galleries. Exact dates are dependent upon other scheduled exhibitions.

Students are responsible for notifying the ACC gallery of their intent to have their BFA Thesis Exhibition, immediately after their first senior thesis meeting by submitting an exhibition proposal to the ACC gallery resident artist. The written proposal is due by the end of the 3rd week of the semester. The proposal should include your request for a specific space, rationale for needing/wanting that space and your desired exhibition time-slot. In the second month of the first senior thesis semester, a SAC&D faculty representative will work with the ACC gallery resident artist to establish the thesis exhibition schedule. Students are required to submit a \$100 check or cash exhibition deposit. Craft Center students submit payment to the Gallery resident artist and/or the financial analyst.

Once submissions have been received and reviewed, the ACC gallery resident artist will assign exhibition dates in consultation with a faculty representative from the School of Art, Craft & Design. The number of students requesting space will determine assignment of both spaces and dates. The final schedule will be announced by the middle of the first semester of senior thesis.

Students will divide the Evins and North Windows galleries in half so that two solo shows take place concurrently. Exhibitions will take place for two weeks. Installation takes place on Wednesdays and exhibition removal takes place on Tuesdays.

Students may seek alternative space with the approval of the senior thesis committee and the Director of the School of Art, Craft & Design.

At the beginning of the semester graduating students are scheduled to have their exhibitions, the ACC gallery resident artist will hold a mandatory meeting where gallery procedures, postcards and publicity, artist statements, reception dates and other pertinent items will be discussed. This is opportunity for students to talk to exhibitions staff about any questions or concerns they may have. Please check email for dates of the mandatory meeting.

At the close of BFA exhibitions, students are responsible for returning the space to its original condition. Walls are to be patched with spackle and paint, pedestals patched, painted and returned to storage, and the floor vacuumed/cleaned. Ceiling tiles will be checked for any damage. The student must meet with the ACC gallery resident artist on a pre-arranged date to check the condition of the gallery at the end of the exhibition. If there is no damage, the deposit is returned.

Senior Thesis Meeting Assessment Form

- To be completed by each TTU Faculty member present at thesis meeting.
- To be completed upon conclusion of every senior thesis meeting.
- To be collected by the thesis committee chairperson at the meeting's conclusion and used for assessment of student's semester-long senior thesis progress.

Date:

Senior thesis student:

Form completed by:

1. Level of concepts and ideas driving the work.

5	4	3	2	1
Excellent	Good	Average	Below Average	Insufficient

2. Level of craftsmanship and material understanding displayed in the work.

5	4	3	2	1
Excellent	Good	Average	Below Average	Insufficient

3. Based on the work displayed, I feel this student has made strong progress in response to the feedback received from the previous meeting.

5	4	3	2	1
Excellent	Good	Average	Below Average	Insufficient

4. Adequate pace and completion of artworks since the previous meeting.

5	4	3	2	1
Excellent	Good	Average	Below Average	Insufficient

Comments including expectations of next meeting:

Signature of completion: _____
Faculty Member

Student Senior Thesis Meeting Response Form

- To be completed on a separate sheet of paper by senior thesis student upon completion of each thesis meeting.
- To be submitted to student's senior thesis committee chairperson **within 3 days of completion of every senior thesis meeting**, excluding the senior exhibition critique.

Senior thesis meeting date:

Today's date:

Student name:

Names of committee members present:

1.

2.

3.

Based on your notes, answer the following questions on a separate sheet(s) of paper and attach to this form prior to submission to the committee chairperson.

1. Were you surprised or excited by any feedback you received about the work displayed during the meeting?
2. List the most important ideas or comments that were discussed during the meeting and how do you think you might incorporate them into the presented at the next meeting?
3. What aspect of the meeting did you find most helpful?
4. What questions have arisen as a result of or since the meeting?