

# DEPARTMENT OF VISUAL ARTS STUDENT HANDBOOK & INFORMATION GUIDE















The Brock University Visual Arts Program is set up to provide a well-rounded studio-based visual arts education that prepares students not only to practice art at a professional level, but also to pursue careers in art education, art administration, curation, design and art entrepreneurship.

The VISA program combines studio practice with art history and theory. Studio courses are loosely oriented around streams in painting and drawing and interdisciplinary studio with a broad range of courses in foundation studies, drawing, painting, sculpture, photography and digital imaging, web interactivity, animation, video, interdisciplinary studio and thematic challenges in integrated media. Lecture-based course offerings including a variety of art history courses, visual culture and survey art history, curatorial studies, and a travel course "Reading the Italian City" which coincides with the Venice Biennale, as well as a full range of courses related to historic periods in art from the classical Greece to 21 century art.

The Visual Arts Program strives to foster and promote valuable skills, knowledge and attitudes in students that will give them not only practical but conceptual tools for success in the visual arts. The Department is committed to innovation and diversity in teaching approaches in order to provide graduating artists with:

knowledge of and critical engagement in historic and contemporary art practice and theory understanding and application of methods of creative production, inquiry and research reflection and personal development active experimentation and expression integration of concepts both inside and outside the discipline effective communication capacity for meaningful contribution to culture and society

This guide will help VISA students find important information about their department and the University. Read on to learn about your professors and other VISA staff, the VISA studios and other resources for learning and art-making, information on where to get art supplies, upcoming events like exhibitions, field trips and guest artists and important services available at Brock and in the broader community. VISA STAFF

**Monika Lederich,** Administrative Assistant: Room GL 121 x 3214 <a href="mlederich@brocku.ca">mlederich@brocku.ca</a> Monika previously worked for the University of Toronto. She received administrative and office training at Seneca College and Niagara College. Monika coordinates the department office and provides information and support to both students

and faculty.

**Lesley Bell,** Visual Resources Librarian: Room GL 118 x4033 <u>labell@brocku.ca</u> Lesley received her B.A. (Visual Arts) from Brock and her M.L.I.S from the University of Western Ontario. Brock's slide library and its growing range of visual resources - from art collection to digital image bank - are all managed by Lesley. Lesley is an alumna of the Visual Arts Program at Brock and an active artist whose work uses non-silver photographic printing and collage

Arnold McBay, Visual Arts Studio Facilities Technician: EA 214C x 5046 <a href="mailto:amcbay@brocku.ca">amcbay@brocku.ca</a> Arnold received his B.A.Hon. (Visual Arts) from Brock, his B.ed. from the University of Western Ontario, and is currently working towards his MA in Studies in Comparative Literature and the Arts at Brock University. Arnold provides studio support for the art supply store, woodworking shop and editing room. He is also an artist as well as a musician. Arnold's artwork has been exhibited widely across Ontario, and his work is represented in public & private collections across North America. He is represented by Thielsen Gallery of London, Ontario. His work can also be seen at <a href="www.aureolestudios.com">www.aureolestudios.com</a>. His work is currently the subject of a major exhibition with Susan Wintrop at the Burlington Arts Centre in the fall of 2009.

Alisa Cunnington, Academic Advisor: ST1102 x5279 acunning@brocku.ca

Alisa is a graduate of the VISA Program and practicing visual artist as well. She has been appointed as the Humanities Student Academic Advisor for Visual Arts and Studies in Arts and Culture. available by appointment for advice around course selection and academic planning. Note: Appointments can be booked on-line at <a href="https://www.brocku.ca/humanities/academicadvising">www.brocku.ca/humanities/academicadvising</a>

#### **VISA FACULTY**

**Murray Kropf, Chair** GL109 x3212 <u>mkropf@brocku.ca</u> Murray received his MFA from the University of Windsor. He is an accomplished painter whose work is in constant demand. The catalogue from a recent exhibition provides this insight into his still life paintings

- "We are confronted with the sheer pleasure of the surface in these canvases as well as the impact of the dramatic scale of objects he portrays." His work also includes painting, drawing and photography. Murray is also researching the Alternative Work Service Program of WWII, a unique program designed for the Mennonite conscientious objectors.

**Jean Bridge** GL 123 x4656 <u>ibridge@brocku.ca</u> Jean received her received her BFA from Queen's University and went on to receive a Certificate in Computer Applications in Graphic Design and a Certificate in Multimedia Design and Production. Jean works in the area of interactive new media installation, her work involves large-scale image projections and sound that responds to a spectator as they move around the gallery. Her digital print work and public projections have been exhibited in New York and recently her public billboard project was in downtown St. Catharines. Jean is also the Director for the Centre for Studies in Arts and Culture as well as Digital Humanities, Interactive Arts and Science Program.

Merijean Morrissey MC D330 x3211 morrisse@brocku.ca Merijean received her BFA in Painting from the University of Illinois and went on to the Graduate Painting and Printmaking Program. Merijean is a printmaker of international stature, her art practice also includes painting and installation. In 2004 she was among 6 artists from around the world selected to work with master woodblock printmakers in Japan. Her artwork has been featured in many international exhibitions, more recently in Tokyo, Japan; Berlin, Germany and Posnan, Poland.

Derek Knight GL 113 x3754 dknight@brocku.ca

Derek received his MA in Art History from the State University of New York. Derek is both an artist and an art theorist. He is also a respected curator who has interpreted the work of a number of significant Canadian artists in exhibitions and catalogue essays. As part of the collaborative team – *Art Industria*, Derek's work *Power to the People*, installed in the Kitchener public utilities building, was part of the 2002

Contemporary Art Forum (CAFKA). Derek also teaches in the graduate program in Comparative Literatures and the Arts.

Duncan MacDonald GL 111 x5253 dumadon@brocku.ca

Duncan received his MFA from the Nova Scotia College of Art Design. He works in diverse media that ranges between sound, performance, video and drawing. Duncan participated as Canada Council-supported artist in residence at La Cite Internationale des Arts in Paris, France. His artwork has been exhibited throughout Canada, USA, Europe and South America.

**Keri Cronin** GL 117 x5306 keri.cronin@brocku.ca Keri received her PhD from the Queen's University. She is a historian of visual culture whose research interests include: Visual Culture in the History of Science; History of Photography; Canadian Art; Art & Activism; and Environmental Cultural Studies. Keri has presented at numerous scholarly conferences and is co-editor of a collection of essays entitled (*Image*) ining Resistance: The Art and Visual Culture of Activism.

**Linda Steer** GL 119 x3821 <u>linda.steer@brocku.ca</u> Linda is an art historian who received her PhD at Binghamton University in New York. She teaches for both the Department of Visual Arts and in the Great Books/Liberal Studies Program. Linda is interested in how images and texts circulate, are read and work to construct meaning in different contexts. In her doctoral work she examined the ways in which the French surrealists deployed methods of photographic presentation for revolutionary purposes. She also writes about contemporary art.

#### Catherine Heard GL 115 x5133 cheard@istar.ca

Catherine received her Masters in Visual Studies at the University of Toronto. She comes to Brock as the 2007/2008 and 2008/2009 Visiting Artist from the University of Calgary. Catherine's work has been described as abject in the extreme, with monstrous bodies meticulously sculpted from antique fabrics, human hair and pigmented beeswax. Exhibitions of her work include Votive, Centre d'Art Contemporain deBasse Normandie, Caen (2006); Mask and Metamorphosis, Art Gallery of Hamilton (2003); and Gathering Shades, Museum of Contemporary Canadian Art, Toronto (2002).

**Judith Marquis** GL 112 x5305 <u>jmarquis@brocku.ca</u> Judy received her MFA from York University. Judy is an artist who works in various mediums including drawing, sculpture and photography. Her work was recently exhibited at Brock University and the Niagara Artist Company Gallery in St. Catharines, as well as the White Water Gallery in North Bay, Ontario.

#### Lorene Bourgeois GL116 x4756 Lorene.Bourgeois@brocku.ca

Lorene studied art in Paris, Philadelphia and Halifax, she received her MFA from the Nova Scotia College of Art and Design (NSCAD). Her work in drawing painting and printmaking has been exhibited in Canada, France, Korea, Russia and the United States. She is a recipient of numerous awards.

**David Wright** EA214B x5063 <u>david.wright@brocku.ca</u> David received his MFA in England. His early paintings range from large-scale "mega visual" abstractions in acrylic and mixed media, drawing visual references from the urban and technological environment. His recent work has moved to a more naturalistic interpretation of

his environment, painting subjects to which he feels a more personal attachment. He has exhibited extensively in Canada, USA and Mexico. His work is represented internationally in more than 100 corporate and public collections.

**Donna Szoke** GLN 114 x4836 <u>dszoke@shaw.ca</u> Donna received her MFA from Simon Fraser University. Her body of work includes new media, video, installation and collaboration. She exhibits internationally. Donna's work also includes a cross-continental collaboration on a full-length solo multimedia dance with an Asian-Canadian dancer and a French composer that premiered in Spring 2008 and will tour Canada and Europe.

**Amy Friend** GL112 x5053 <u>afriend@brocku.ca</u> Amy received her MFA at the University of Windsor. Amy is a practicing artist whose photo-based artwork has most recently been exhibited in Windsor, Toronto and Halifax.

**Jennifer Rudder** Rodman Hall x4678 <u>jrudder@brocku.ca</u> Jennifer received her BA from Carlton University with additional studies at the University of Toronto, Banff and Bologna Italy. She has extensive experience as a both a Curator and a Director having been the Executive Director of YYZ Artist's Outlet in Toronto, The Toronto Outdoor Art Exhibition, most recently the Curator of the Gallery Stratford, as well as an independent curator for such galleries as the Agnes Etherington Art Centre, Mendel Art Gallery, Oakville Galleries and Galerie Verticale. Jennifer is also an accomplished writer, editor and consultant currently working on a publication about the Group of Seven.

**Scott Sawtell** EA214B x5063 <u>ssawtell@brocku.ca</u> Scott received his MFA from the University of Waterloo and is currently teaching at the Ontario College of Art as well as Brock University. Scott has a busy practice as an artist, exhibiting across the country and in New York and Chicago, augmented by his work as a curator, most recently at Oakville Galleries.

#### Zeke Moores EA214B x5063

Zeke is a sculptor with an extensive background in fabrication, foundry work and blacksmithing. Zeke has a BFA from NSCAD and an MFA from University of Windsor. He exhibits nationally and internationally and also teaches courses in Sculpture at the University of Windsor. His work can currently be seen in an extended installation at the Thames Art Gallery 2007 Outdoor Project in Chatham, Ontario.

**Brian Durocher** GL114 x4836 <u>bdurocher@brocku.ca</u> Brian is an alumnus of the Visual Arts Program at Brock and an active artist whose practice is interdisciplinary with a focus on digital media, physical computing, drawing and new media.

**Sharilyn Ingram** TH135C x4561 <a href="mailto:sharilyn.ingram@brocku.ca">sharilyn ingram@brocku.ca</a> Director, School of Fine and Performing Arts Sharilyn received her MA from the University of Alberta. Sharilyn is an Arts Administrator whose senior posts have included Museums Canada, The Art Gallery of Ontario and The Royal Botanical Gardens. She has also been a consultant to major arts institutions across Canada.

**Teaching Assistants Office:** GL116 **Extension:** x4756

#### VISUAL ARTS FACILITIES

Department of Visual Arts -- Department Office: GLN 121 Information: ext. 3214

STUDIOS, LABS AND RESOURCES

GLN162 - Foundation, Drawing and Interdisciplinary Studio

#### **EA 214 – Drawing and Painting Studios**

#### Rodman Hall, Third Floor – Honours Studios

GLN 162A - Digital Arts Room

**GLN 114 – Video Editing Suite** 

#### PL 310 – Computer Graphics Lab

This Mac-based lab is equipped for basic imaging, desktop publishing, and web development with 24 workstations licensed for such graphics and multimedia software as: Adobe CS, Flash 8 and Dreamweaver, FinalCut Express HD and Corel Painter.

#### EA 214C - Art Supply Store - Arnie McBay

(The hours for the store are: Monday – Friday 9 - 11 am and 3 - 5 pm)

In the Art Supply Store you can get basic studio art supplies. Students have paid a materials fee with their tuition for studio courses and have a credit in the VISA Art Supply Store equivalent to their materials fee for each studio course in which they are enrolled. The materials fee credit can be redeemed in art supplies at any time during the term.

#### **Equipment Loan Centre – Arnie McBay**

VISA Art Supply Store in room EA214C. The hours are the same as the Art Supply Store (see above). The Visual Arts Department lends film and digital still cameras, Video cameras and other related equipment (tripods, lighting, cables etc.) for student use.

Book or reserve equipment with the Studio Assistant in the Art Supply Store (EA 214C).

Sign out equipment (after verifying it is complete and in working order) and return equipment in the same place. Some equipment also requires special permission to borrow.

**Equipment Lending terms**: Students may borrow equipment for periods of 24 hours. They must pick the equipment up from the VISA supply store and return it to the store. It is the student's responsibility to verify that equipment is working before it is signed out. Some equipment requires special permission to borrow. Students will be charged a late fee of \$10 per day for equipment that is returned late. Students are completely responsible for insuring that equipment they borrow is well cared for. Equipment that is damaged or lost while out on loan must be replaced by the borrower. Failure to meet these terms will result in students being denied borrowing privileges.

#### EA 214A – Woodworking Shop

This is a workshop equipped with table saw, radial arm saw (chop saw) and other applicable tools for making painting stretchers and for wood construction. Students using this workshop must have participated in a safety and woodworking workshop and may only work under supervision of faculty. A detailed orientation guide to safety, stretcher building and general studio conduct can be downloaded from the Visa website at <a href="http://www.brocku.ca/visualarts/visafacilities.html">http://www.brocku.ca/visualarts/visafacilities.html</a>

#### **Visual Resources Library**

GLN 120 A visual Resources Library where faculty and students can find slides, catalogues and other visual references to the work of historical and contemporary artists. The Slide Library is a resource for students preparing art history and studio seminars.

#### VISUAL ARTS GUEST ARTISTS FOR 2008/2009

#### **Nicole Collins**

Tuesday, October 14<sup>th</sup> from 1:00 – 2:30 pm in room GLN 162

#### **Catherine Heard**

Thursday, November 6 from 7:00 – 8:30 pm at Rodman Hall

#### **Emily Vey Duke & Cooper Battersby**

Thursday, January 22<sup>nd</sup> from 12:00 noon – 1:30pmGLN 162

Luiza Interlenghi, Curator and Director of Escola de Artes Visuais do Parque Lage February TBA

#### Luis Jacob

Tuesday, March 10 at 3:00 pm in room GLN 164

#### VISA ART EXHIBITIONS

**VISA Juried Exhibition:** Rodman Hall and Brock Centre for the Arts, Friday, March 6 – Sunday, March 29, 2009 Opening reception: Friday, March 6 at 7:00 PM

**VISA Honours Exhibition:** Rodman Hall, Friday, April 3 – Sunday, April 26, 2009 Opening reception: Friday, April 3, 2009 at 7:00 PM

#### FIELD TRIPS

Please note field trips must be paid for in cash money order or certified cheque payable to Brock University by the deadline posted and are non-refundable unless a medical or death certificate is provided. If a student is unable to use their ticket, it is their own responsibility to sell it.

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Fall Bus Trip: Toronto Art Galleries – Friday, October 3 departing back parking lot of 573 Glenridge at 10:00 am. Returning approximately 8:00 – 9:00 pm.

Winter Field Trip: TBA

#### LOCAL ART GALLERIES

Rodman Hall Arts Centre <a href="http://www.brocku.ca/rodmanhall">http://www.nac.org</a> Niagara Art Gallery <a href="http://www.niagaragallery.ca">www.niagaragallery.ca</a> Niagara Falls Art Gallery <a href="http://www.niagarafallsartgallery.ca">http://www.niagarafallsartgallery.ca</a> Pumphouse Art Centre <a href="http://www.niagarapumphouse.ca">http://www.niagarapumphouse.ca</a> Grimsby Public Art Gallery <a href="http://www.niagarapumphouse.ca">www.town.grimsby.on.ca</a>

#### ONLINE ART SUPPLIERS

Above Ground Art Supplies Curry's Art Supplies Loomis Art Store
Toronto 1800 5601979 1800 268-2969 1-800-263-1456
www.abovegroundartsupplies.com www.curry's.com www.LoomisArtStore.com

#### Get Involved in the VISA program!!!

#### VISA STUDENT REPRESENTATIVE

Each September students nominate and elect a second, third or fourth-year student to be their representative on the committee of faculty and staff that runs the Department of Visual Arts. The VISA student representative provides leadership in student activities and events (especially the Festival of the Arts and the VISA Juried Student Exhibition), and facilitates communication between students and the Department. Nominations for representatives are made during the third week of classes in September. The elections take place the fourth week of classes. Voting is by closed, anonymous ballot.

#### STUDENT SERVICES ON CAMPUS

#### **Academic Advising**

Students are urged to consult an academic advisor to develop a program plan that will guide course selections for their time at Brock. Alisa Cunnington is the Humanities Academic Advisor responsible for students in the VISA and STAC programs. Contact Alisa at ext. 5279 or <a href="mailto:acunning@brocku.ca">acunning@brocku.ca</a> The Academic Advisor is located in MC A313. Note that appointments can be booked on-line at <a href="https://www.brocku.ca/humanities/academicadvising">www.brocku.ca/humanities/academicadvising</a>

### Student Development Centre <a href="http://www.brocku.ca/sdc/">http://www.brocku.ca/sdc/</a>

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floor Schmon Tower ST400 x3240 or x4225 The SDC supports and promotes the present and future well-being of students. We enhance student development and success through innovative programs, services and partnerships. We strive to create a community that is accessible to all, one where diversity is celebrated and good citizenship is valued.

#### Learning Skills Centre http://www.brocku.ca/sdc/learning/

Information or appointments x3240 or x4225

Services include:

Workshops in study skills, essay writing, grammar, and preparing for exams

They provide tutors and assistance for first generation and mature students.

# **Personal Counseling** <a href="http://www.brocku.ca/sdc/counselling/">http://www.brocku.ca/sdc/counselling/</a> Information and appointments 4750

The <u>Counseling staff</u> offers services for students who are experiencing personal/social difficulties while studying at Brock University. The majority of services are offered on an <u>individual basis</u> however we do offer some <u>group programs</u>.

## Services for Students with disABILITIES <a href="http://www.brocku.ca/sdc/disABILITIES/">http://www.brocku.ca/sdc/disABILITIES/</a>

Information and appointments 4028

The SSWD provides services and accommodations to students who have a physical, medical, sensory, mental health, or learning disability. Services and accommodations are determined on an individual basis depending on the documented needs of the student. Students are responsible for contacting the Student Development Centre to initiate services. Contact should be made prior to admission to Brock.

Aboriginal Student Services <a href="http://www.brocku.ca/sdc/aboriginal/">http://www.brocku.ca/sdc/aboriginal/</a> MC302 (for

#### information and appointments x4273)

At AbSS you will find an Aboriginal Student Advisor who is available to talk with you about your concerns while at the university, and if needed, will refer you to other services available on campus and in the community.

Career Services <a href="http://www.brocku.ca/career/index.php">http://www.brocku.ca/career/index.php</a> 4th floor Schmon Tower (Student Employment Advisor x4227) Career Services offers programs in Career Guidance, ExperiencePlus Student Employment Program, job postings and workshops in Resume Writing, Cover Letter Writing, Portfolio Development, Interview Skills and Job Search Skills

**Recreation Services** <a href="http://www.brocku.ca/recserve/">http://www.brocku.ca/recserve/</a> Athletics Centre – Walker Complex Welcome Desk x3387

**Brock Centre for the Arts** <a href="http://www.arts.brocku.ca/">http://www.arts.brocku.ca/</a> A full line up performers and entertainment Box Office – Thistle Corridor x3257

Health Services <a href="http://www.brocku.ca/healthservices/">http://www.brocku.ca/healthservices/</a> Harrison Hall (next to campus police). Information and appointments x3242

#### First Aid Services x3200

Health Services is a confidential and comprehensive service, with a team of nurses, physicians and administrative staff working together to manage any of your medical/health needs.

Brock Bookstore (Thistle Corridor) www.bookstore.brocku.ca

Brock University Student's Union (Alumni Student Centre) www.busu.net

#### **Information Technology Services Helpdesk for students**

http://www.brocku.ca/its/helpdesk/students/badger/index.php
All Brock University Students are entitled to an e-mail account, commonly known as a "Badger account". This account is separate from your computer lab accounts. Brock has great computer lab facilities and you, as a Student, have access to these labs. In our computer labs, you have access to printing, scanning, and numerous software applications. The following links should help you get started with creating your accounts, logging in, changing passwords, and other things related to your Badger and computer lab accounts.

#### **Campus Security**

Information 4300 Emergency 3200

#### **OFF-CAMPUS SERVICES**

St. Catharines/Thorold Transit <a href="http://www.yourbus.com/main.html">http://www.yourbus.com/main.html</a> 905 685-4271

Trentway Wager/Canada Coach <a href="http://www.coachcanada.com">http://www.coachcanada.com</a> 1800-461-7661

Greyhound Canada Bus <a href="www.greyhound.ca/">www.greyhound.ca/</a> 1-800-661-8747

Distress Centre (24 hr) 905 688-3711

#### DEPARTMENT POLICIES

#### **Attendance in Studio Courses**

Although a student in VISA courses will not be assessed a numerical grade loss for failure to attend classes, absence from scheduled studio class sessions may significantly limit the student's ability to meet the course requirements. The department has adopted a policy in which a student who misses in excess of four studio classes in an F course or 2 classes in a P course will be advised to drop the course. This policy also recognizes that exceptional circumstances can arise. Exemptions from this policy will be considered by the instructor upon notification by the student with accompanying documentation which gives reasonable justification for missed classes.

#### MEDICAL EXEMPTION POLICY

The University requires that a student be medically examined in Health Services, or by an off-campus physician *prior* to an absence due to medical reasons from an: exam, lab, test, seminar, assignment, etc.

Student Health Services will provide medical documentation only if:

- 1 Medically warranted (ie. a simple cold is not medically warranted).
- The student presents themselves to Health Services *before* the exam.
- 3. The student is seen in our office the day of the exam, lab, etc. If your medical condition requires special consideration for academic activity (e.g. missed seminars or labs, assignment extensions or examination/test rescheduling) and is on a day or at *a time* when Health Services is not open, then you must go to another medical facility to obtain the necessary written medical documentation, which is the completion of Brock University's Medical Certificate. To access the medical certificate, click on the following link: <a href="http://www.brocku.ca/healthservices/exemption.php">http://www.brocku.ca/healthservices/exemption.php</a> and click on the link to print this medical certificate and take it with you to the walk-in clinic.

#### **Student Medical Certificate Brock University**

To expedite the administration of medical certificates, Brock University requires that this certificate, or Student Health Services Medical Certificate, be used by students. When a medical condition requires special consideration for any academic activity (e.g. missed seminars or labs, assignment extensions or examination rescheduling), students and their physicians must complete this certificate.

The completed certificate must be submitted to the Administrative Assistant for the Department/Centre/ Graduate Program within 3 working days of the End Date (\*\*) noted below, in order to be considered.

The final acceptance of this medical certificate is at the discretion of the course instructor, department chair and/or graduate program director. It is the student's responsibility to contact the instructor directly to make arrangements for medical accommodations.

#### To be completed by student PRIOR to seeing the physician:

Name:	Student number:	_
Instructor(s) Name:	Course(s):	
Affected Work (assign #, test, etc.) and Due Date(s):		
Instructor(s) Name:	Course(s):	
Affected Work (assign #, test, etc.) and Due Date(s):		
Signature:	Date:	

Brock University protects your privacy and your personal information. The personal information requested on this form is collected under the authority of *The Brock University Act*, 1964, and in accordance with the *Freedom of Information and Protection of Privacy Act (FIPPA)* section 39(2) for the administration of the University and its programs and services. Direct any questions about this collection to the [contact position] of the [your department] at Brock University at (905) 688-5550, ext. [XXXX] or see www.brocku.ca/[your departmental/centre/website]

To be completed by physician	
	Official Stamp:
(please print or type) OR License Number:	
(area code and number)	
Date(s) examined:	iffected: From to
Period: student's academic work a	ffected: From to
These dates MUST be entered. S	tart Date End Date (**)
	d verify that his/her medical condition is sufficiently severe that it will affect cally. (Further details if necessary):
Signature:	Date:
Апу со	st for this certificate must be paid by the patient
oartmental/Centre use or	ılv·
iginal received:	•

#### Administrative Assistant/Dept/Centre

Signature (instructor, chair/director or graduate program director):

Date copy given to instructor, chair/director or graduate program director:

#### Student Access to Studios and Labs STUDENT ACCESS TO STUDIO SPACE

GL 162, 163 and EA 214 studios and the external doors to the buildings are open for general use Monday – Friday, 8 a.m. to midnight.

Art Studio (EA214) — Students must make arrangements with Arnold McBay in EA 214C to sign out a key and receive an entry code and procedures. Students must leave a \$25.00 deposit for the key, their name, student number, the day(s) and time(s) they plan to use the Studio. Students must remember to have their student card and another form of picture ID with them in case the alarm is set off and campus police arrive. They can call campus police at 905-688-5550, ext. 3200 if there are any problems. Be sure to lock all doors when leaving. The \$25.00 will be returned when the key is returned. Students must return the key personally — do not pass it on to another student.

Foundation Studio (GL162) – Swipe Card Access for internal door. In the event that external doors are locked to 573 Glenridge, call Campus Security at ext. 3200 and ask them to come over to disarm the alarm and let you in, be sure the have your Brock ID card + another form of picture ID to show them.

Digital Arts Lab (GL162A) – Swipe Card Access for internal door

Darkroom (GL163) – Swipe Card Access for internal door

Editing Suite (GL 114) – Administrative Assistant will let students in during the day. After hours, students can sign out a key from the main office. Students must leave their name, student number and phone number and a \$25.00 deposit. The

\$25.00 will be returned when the key is returned. The key must be returned in person – do not pass it on to another student.

#### **Issues and Complaints**

Students are encouraged to bring ideas, issues and concerns to their instructors, their student representative or to the Department of Visual Arts Chair. Problems specific to a course should first be discussed with the instructor. Requests for reconsideration of a mark must be made to the instructor. Students wishing to formally challenge a mark may do so following the formal academic appeals process outlined in the University Calendar - <a href="http://www.brocku.ca/webcal/2007/undergrad/areg.html">http://www.brocku.ca/webcal/2007/undergrad/areg.html</a> - <a href="sec16">sec16</a>

#### **Plagiarism**

Plagiarism means presenting work done (in whole or in part) by someone else as if it were one's own. Associate dishonest practices include faking or falsification of data, cheating or the uttering of false statements by a student in order to obtain unjustified concessions.

Plagiarism should be distinguished from co-operation and collaboration. Often, students may be permitted or expected to work on assignments collectively, and to present the results either collectively or separately. This is not a problem so long as it is clearly understood whose work is being presented, for example, by way of formal acknowledgment or by footnoting. Instructors should inform students what constitutes acceptable workmanship, proper form of citation and use of sources.

Instructors may take advantage of a number of different computerized plagiarism detection systems (e.g., Turnitin.com) during the course of evaluating essays, assignments, and other work that is required for a given course. However, if an instructor has decided to employ such systems, students must be informed in writing at the beginning of the course.

It will be assumed that students who remain in the course, having been informed of the use of such systems, will have agreed to their use. However, circumstances may arise whereby a student must continue in a course despite their principled objection to participate in the use of such systems. In those cases, the instructor must provide such students with a reasonable offline alternative to using the system such as, but not limited to:

- 1 Require a short reflection paper on research methodology;
- 2 Require a draft bibliography prior to submission of the final work;
- Require the cover page and first cited page of each reference source to be photocopied and submitted with the final paper; and/or
- 4 Require the submission of specified rough notes and drafts

A Dean who is satisfied that academic misconduct has occurred may impose the following sanctions: • oral or written disciplinary warning or reprimand;

lower grade or failure on the assignment or examination;

failure in the course;

suspension from the University for a definite period;

notation on student's official transcript;

withholding or rescinding a Brock degree or certificate

For more detailed information about Brock University plagiarism policies visit the University Calendar: <a href="http://www.brocku.ca/webcal/2007/undergrad/areg.html-sec16">http://www.brocku.ca/webcal/2007/undergrad/areg.html-sec16</a>

#### Glossarv

The Visual Arts Department (VISA) offers a studio-based education leading to:

#### **Bachelor's Degree**

Three-year Bachelor of Arts (BA) Four-year BA (Honours)

Five-year BA Integrated Studies (Honours)/Bachelor of Education (BEd) (grades 4 to 10)

Five-year BA (Honours)/BEd (grades 7 to 12)

Four-year BSc (Honours) in Computer Science and Visual Arts

Combined Major

Minor in Art History

Concentration in Curatorial Studies.

#### **Honours Degree**

20 Credits. Requires a minimum of 70% for application to year 4 studies and a minimum of 75% for acceptance in to Honours Studio course.

12 credits must be numbered 2(alpha)00 or above.

No more than eight credits at the year 1 level may be taken.

6 of the 12 credits must be numbered 2(alpha)90 or above and three of these must be credits numbered 3(alpha)90 or above.

#### **Pass Degree**

15 Credits. with a minimum 60 percent overall average and a minimum 60 percent average in courses designated as major credits.

Seven credits must be numbered 2(alpha)00 or higher and three of these must be numbered 2(alpha)90 or above.

No more than eight credits are permitted at the year 1 level.

Seven credits are normally required for a single major.

A minimum of ten credits (five from each discipline) is required for a combined major pass degree.

#### **Combined Major**

A combined major program is established in two individual Departments/Centres.

#### Concentration

A concentration in an honours degree normally requires a minimum of six credits from a list of courses approved by the relevant academic Department/Centre. A concentration such as the Concentration in Curatorial Studies enables students to pursue studies in this specialized are within their major or combined major. Application and approval to carry a concentration is required.

#### **Context Credit**

All students must include one credit (or two half-credits) from each of the list of Humanities, Social Sciences and Sciences courses to fulfill degree requirements. In some cases, a context credit may be part of the major program's requirements. Students in the VISA program must have completed all three of the required context courses within the first 10 credits.

#### Course

A course is a unit of study. Courses are generally .5 credits (0P00 or 0Q00) or 1 credit (0F00).

#### Department

A department is an academic unit that offers courses in a particular subject domain toward a degree

#### **Elective**

A course that does not fulfill any requirement towards a major or minor

#### **Faculty**

A faculty is a collection of departments. Faculties are divided according to broad categories like science and arts. The Department of Visual Arts is part of the School of Fine and Performing Arts which is part of the Faculty of Humanities.

#### **Full Time**

A student enrolled in three or more credits over the Fall/Winter Session A student enrolled in three credits over the Spring and Summer Sessions.

#### Grades

The following grades are awarded for undergraduate courses: **A** - 90, 92, 95, 98, 100 Reserved for students where work is of outstanding quality that provides clear evidence of a rare talent for the subject and of an original and/or incisive mind. **A** - 80, 82, 85, 88 Awarded for excellent, accurate work in which evidence of a certain flair for and comprehension of the subject is clearly perceptible. **B** - 70, 72, 75, 78 Indicates competent work that shows a sound grasp of the course goals without being distinguished. **C** - 60, 62, 65, 68 Represents work of adequate quality which suffers from incompleteness or inaccuracy. **D** - 50, 52, 55, 58 Given where the minimum requirements of a course are barely satisfied. **F** - 45 or lower

#### Major

A major is an area of major concentration of study. Most majors require students to take a minimum of 12 credits for a 20 credit degree and 8 credits for a 15 credit degree.

#### **Minimum Academic Requirements for Continued Registration**

First-year students who have received grades in at least two credits must have attained a minimum 60 percent overall average. Continuing students must maintain a minimum 60 percent overall average.

#### Minor

A minor is distinct from a student's major or combined major and requires from four to six credits as designated by the relevant academic Department/Centre. The minor in Visual Arts is an option for non-VISA Majors only.

#### **Part-time**

A student enrolled in less than three credits over the Fall/Winter Session.

A student enrolled in less than three credits over the Spring and Summer Sessions.

#### **Prerequisite**

Most courses at the upper levels restrict registration to students who have taken prerequisites or courses that provide foundational concepts for the course in question.

#### Registration

Students must register during the official registration periods designated for each session or term. Late registration may be permitted, upon payment of a fee, during the course change period of each session. Registration will not be permitted after the last day to add a course for a term. It is the responsibility of each student to ensure that the courses selected meet the academic degree requirements and adhere to restrictions, course prerequisites, and published deadlines. *Students may not enroll in courses which conflict in time without* 

the written approval of each instructor. All courses and programs are subject to enrolment limitations.

To register in courses a student must meet the following conditions:

Be admitted to Brock or be a continuing student academically eligible to enroll.

Enroll in courses in accordance with the procedures outlined in the University's Registration guides produced by the Office of the Registrar.

Pay or make arrangements to pay fees. Students whose cheques are returned with "Non-sufficient funds" will be deregistered and subject to late penalty charges

#### Withdrawal

A student may voluntarily withdraw from the University and/or courses without academic penalty by informing the Office of the Registrar, in writing (Course Add/Withdraw Form) by the appropriate date. Please refer to the "Undergraduate Sessional Dates" section of the current course calendar (available on the Brock Website at <a href="https://www.brocku.ca">www.brocku.ca</a>)

Note: Unofficial withdrawal from a course after the above deadlines will result in the assignment of a failing grade in the course. IMPORTANT DATES

Fall Term (Duration 2) September 4, 2009 – November 27, 2008

First day of Fall Session: Thursday, Sept. 4, 2008

Thanksgiving: Monday, Oct. 13, 2008

Date by which 15% of term mark must be provided: Friday, October 24, 2008

Last day to drop a fall term (D2) course without *financial* penalty: Friday, Sept. 19, 2008

Last day to drop a fall term (D2) course without *academic* penalty: Friday, Oct. 31, 2008

Last day of Classes: Thursday, Nov. 27, 2008

Make-up day for Thanksgiving, Thursday, Nov. 27, 2008

Snow/Reading Days: Wednesday, December 2, 2008

Exams: December 3, 2008 – December 16, 2008

Winter Term (Duration 3) January 5, 2009 – April 3, 2009
First day of Winter Session: Monday, Jan. 5, 2009
Last Date to drop winter (D3) course without *financial* penalty: Friday, January 16, 2009
Last Date to drop winter (D3) course without *academic* penalty: Friday, February 27, 2009
Date by which 15% of term mark must be provided: Friday, February 20, 2009
Reading Week: Feb. 16 – 20, 2009
Good Friday: April 10, 2009
Last day of Classes for Winter Term: Friday, April 3, 2009
Snow/Reading Days: Saturday, April 4 & Monday, April 6, 2009
Exams: April 7, 2009 – April 22, 2009

Fall/Winter Term (Duration 1) September 4, 2008 – April 3, 2009
Last day to drop a D1 course without *financial* penalty: Friday, September 19, 2008
Last Date to drop D1 course without *academic* penalty: Friday, January 16, 2009
Date by which 15% of term mark must be provided: Friday, January 9, 2009
Reading Week: Feb. 16 – 20, 2009
Good Friday: April 10, 2009
Last day of Classes for Winter Term: Friday April 3, 2009

Last day of Classes for Winter Term: Friday, April 3, 2009 Snow/Reading Days: Saturday, April 4 & Monday, April 6, 2009 Exams: April 7, 2009 – April 22, 2009

