COURSE SYLLABUS

INFORMATION
Instructor: Casey McGarr, Assistant Professor Visual Communication
Office Location: 415
Office Hours: Office Hours: Monday 1-3, Wednesday 11-4, by appointment only, phone, or email
Office Phone: 214-954-3632
Email: casey.mcgarr@tamuc.edu

CLASS INFORMATION
Credit hours: 3.0
Meeting times: Monday 6:00 p.m. til 10:00 p.m.
Meeting location: Room 401, unless other location specified

SUGGESTED TEXTBOOKS AND RESOURCES
• Teaching Graphic Design by Stephen Heller (Course offerings and class projects)
• Design School Confidential: Extraordinary Class Projects from the International Design Schools, Colleges, and Institutes by Steven Heller and Lita Talarico
Both can be purchased at http://www.half.ebay.com

COURSE DESCRIPTION
This course will deal with the creation of a BFA curriculum through team-based exploration and ideation while functioning as a university faculty member. The class will operate as a university visual communication faculty tasked with creating a “from scratch” BFA curriculum in Visual Communication. Required university studies, core foundations, reviews, philosophy as well as the role of individual faculty members attributes will be part of the mix. Course development, sequencing and assessment rubrics will be created in a team based environment.

COURSE OBJECTIVES
• Gain knowledge of curriculum requirements
• Develop a university mission statement as a road-map for curriculum direction
• Expand your understanding of multi-faceted course structure and sequencing.
• Understand the value of innovative collaborative thinking associated with working as faculty
• Understand the sometimes political nature of navigating through a faculty's strengths and weaknesses
• New class and single course development from syllabi to assessment will be addressed
• Academic Committees will be explored

COURSE STRUCTURE
This class will be a combination of lecture / discussion and critiques with both in class and outside exercises and assignments. A commitment to the homework will be necessary to achieve the goals for this class and its completion.
Team based participation and collaboration will be a key component in a productive class dynamic and a positive outcome for each student as well as the class as a whole.

ASSIGNMENTS (ASSIGNMENTS ARE SUBJECT TO CHANGE BASED UPON THE NEEDS AND PROGRESS OF THE CLASS)
Curriculum research and analysis / rubric 14.3%
Our Mission / Philosophy 14.3%
Curriculum outcome objectives / sequence, rotation 14.3%
Individual Course Development 14.3%
Final Course Syllabi 14.3%
Assignments / Evaluation 14.3%
Overall faculty / course participation 14.3%
ABSENCE POLICY
- You may be absent from class twice.
- On your first absence you will receive an e-mail warning, which is copied to Lee Whitmarsh.
- On your second absence you will receive an e-mail and you will be contacted by Lee Whitmarsh.
- On your third absence you will receive an F in the class. If you wish to drop the class you will receive a drop/fail.
- Two tardies of 20 minutes or more equals an absence.
- A tardy of 60 minutes equals an absence.
- Two late returns from break of more than 10 minutes equals one absence.
- If a student is OVER 10 MINUTES late for the final, a full grade will be deducted from his or her final grade. If a student does not show up for the final they automatically fail the class.
- There is no distinction between excused and unexcused absences.

CLASS POLICY
- Cell-phones, head-phones, beepers or other PDA devices may not be turned on or used in class at any time.
- Computers may not be used in class without the permission of the instructor.
- No eating in class, eat lunch before coming to class or at break time.

GRADING SCALE
A. 90 to 100 points: Excellent (work well above the general class level, evidence of participation in related activities outside of the classroom, thoughtful participation in classroom discussion and critique)
B. 80 to 89 points: Good (work above the general class level, participation in classroom discussion and critique)
C. 70 to 79 points: Average (average work, minimal requirements met)
D. 60 to 69 points: Below Average (work below class average, lack of participation and/or poor attendance)
E. 50 to 59 points: Poor (inferior work, work not turned in, failure to attend class)
F. In addition to project, quiz and test grades, students final grade will also be based on critique participation and application, work ethic, and attitude.

GRADE EVALUATION
Your final grade will be based on an average of all assignments, attendance and a participation grade. The participation grade is based on dedication to methodology application, conceptual thinking ability, daily class involvement and contributions to your classmates, as well as both a desire and capacity to show progress and meet deadlines. Grades will be discussed on an individual basis by office appointment only—not in class. Note: Violations of class policy with respect to cell-phones, head-phones, or other PDAs as well as unauthorized computer use in class with result in a one-point deduction from the current assignment.

WORDS TO-THE-WISE
Show up, be committed in your work, and immerse yourself in the process. It's your show.
DO NOT FALL BEHIND

HOLIDAY
September 7th - Labor Day (Monday)
October 22nd - Mid Term Exam
November 25th - 27th Thanksgiving Holiday
December 10th - Last day of class
STUDENT CONDUCT
All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See current Student Guidebook).

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: Netiquette http://www.albion.com/netiquette/corerules.html

ADA STATEMENT STUDENTS WITH DISABILITIES
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library- Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: Rebecca.Tuerk@tamuc.edu

WEBSITE: OFFICE OF STUDENT DISABILITY RESOURCES AND SERVICES
http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

NONDISCRIMINATION NOTICE
Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.