MFA IN STUDIO ART

MANUAL FOR THE MASTER OF FINE ARTS PROGRAMS IN THE DEPARTMENT OF STUDIO ART

COLLEGE OF VISUAL ARTS AND DESIGN
UNIVERSITY OF NORTH TEXAS

UPDATED 11/2/2009

MISSION STATEMENT

The mission of the Department of Studio Art is to promote excellence in the visual arts through a comprehensive educational program in its eight studio disciplines. Our goal is to inspire creativity, foster critical thinking, and to develop the competencies necessary for effective leadership roles in art as expected of practicing professionals, college teachers, administrators, and visual researchers. Toward this goal, the resources of the entire college and university are utilized.

MFA AREAS OF CONCENTRATION

The Department of Studio Art, In the College of Visual Arts and Design at UNT, offers the Master of Fine Arts Degree in Studio Art with concentrations in eight areas:

Ceramics	Photography
Drawing and Painting	Printmaking
Fibers	Sculpture
Metalsmithing and Jewelry	Watercolor

MFA COURSE REQUIREMENTS

Studio Art	**30 hours (10 classes, 8 of which must be in your major area)**
[1]Art History	**9 hours (3 classes)**
[2]Elective	**12 hours (4 classes, can be in or outside COVAD)**
Professional Practices	**3 hours (ART 5825)**
Creative Project	**3 hours (ART 5940)**
MFA Exhibition	**3 hours (ART 5945)**
	60 HOURS

1. *Because they fill quickly art history classes should be taken at the earliest convenience.*
2. *ART 5700, Teaching Seminar, must be taken to be eligible for a teaching assistantship. This will count toward your elective credits and is only offered in the fall semesters.*

USE OF THIS MANUAL

The procedures that follow are a summary designed to assist graduate students in studio art. They are offered as a step-by-step guide for planning and fulfilling the requirements for the graduate degree programs indicated. The student and the major advisor can plan programs of study for the MFA degree so that individual interests, needs, and professional goals can be met. The candidate must earn a minimum of 60 hours for the MFA degree.

It is strongly recommended that each graduate student familiarize him/herself with the policies and regulations outlined in the graduate catalog as well as this manual. It is the responsibility of each individual student to be aware of and meet all of the requirements of the College of Visual Arts and Design (CVAD) and of the Graduate School as described in the catalog and in this manual.

A current UNT Graduate Catalog is available for free and can be ordered by phone at (940)-565-2108. Catalogs may be picked up on campus at four locations: The UNT Bookstore, the University Union information desk, the Registrar's Office and Student Accounting and University Cashiering Services in the ESSC building. You can access the UNT website and actually view the catalog at www.unt.edu/catsched. (mailed first class for $6.00)

Graduate work in any area assumes that you have the appropriate background to handle graduate instruction in art. If not, then deficiency coursework may be required before taking graduate courses in an area. If any deficiencies are assigned upon admission to the graduate program, they must be removed before graduate study in the area of deficiencies may be pursued. Students may take graduate classes in areas without assigned deficiencies along with classes taken as deficiencies.

If there is uncertainly about any requirement, you should not hesitate to consult the faculty in your area, or the Studio Art Department Chair.

ADVISING

The faculty in your major, or the Studio Art Department Chair, can advise you about general requirements for the MFA degree, including courses to take, selection of a major professor, and choosing your MFA committee. Shortly after you begin graduate work and usually after completing twelve hours of studio art, you should select a faculty member from your area to serve as your major professor.
Your major professor serves as your primary graduate advisor, creative project director and chairperson of your graduate committee.

MFA COMMITTEE

Your MFA committee is composed of a minimum of three faculty members: your major professor and two additional faculty members selected in consultation with your major professor. You may choose to have additional faculty on the committee but more than four is not recommended because of the difficulty of getting them all together for required meetings. Any other variation in the committee structure must have the approval of the Studio Art Department Chair.

PRE-CANDIDACY REQUIREMENTS

Candidacy is a Toulouse Graduate School requirement and an attainment which you must actively seek and earn. The graduate faculty assists in this endeavor via coursework, individual consultations, and Graduate Reviews. Although the accumulation of graduate hours with satisfactory grades is an integral part of your program requirements, regardless of the numbers of hours accrued, candidacy is not an automatic occurrence. Before seeking recommendation to candidacy and before beginning work on your creative project, you are required to:

- Successfully complete all assigned deficiencies, if any.
- Complete 24 hours of graduate work in Art at the University of North Texas.
- Successfully pass your graduate review (see below).
- File a degree plan (see below) by the end of your fourth semester of enrollment.

GRADUATE REVIEWS

Graduate portfolio reviews are held each fall and spring semester. You are required to present to the designated review committee representative examples of your artwork from your major area during each semester you take a studio course for graduate credit, until you pass the graduate review. You may show work from areas outside your major area with the approval of your major professor. Any and all exceptions to the review policy should be so stated on your Graduate Review Evaluation form.

Recommendations from the Graduate Review Committee are used in assessing your progress, in preparing you for admission to candidacy, and in assisting in your professional growth. You are expected and required to abide by the committee's recommendations.

Reviews typically occur two weeks before finals week. Information about review times, locations, and sign-up procedures is posted on the graduate bulletin board outside of the Studio Department Office, room #316 in the Art Building, and the main bulletin boards in Hickory Hall, Oak Street Hall, and Scoular Hall. Your professor will also have this information.

FILING YOUR DEGREE PLAN

The degree plan is an outline of your course of study, listing courses already completed and courses yet to be taken in pursuit of your degree. Your degree plan must be filed with the Toulouse Graduate School through CVAD. This form is completed, in consultation with your major professor, not earlier than the semester following completion of 12 hours of graduate work toward the MFA degree. To file a degree plan, make an appointment with your major professor, discuss the required coursework, and complete the degree plan form no later than the end of your fourth semester of enrollment. You must then forward the completed degree plan to the Studio Art Department Office for processing.

TRANSFER CREDIT / TIME LIMITATIONS

All graduate coursework must be 5000 level courses or higher. No 4000 level courses may be counted for graduate credit. Up to twelve graduate hours of transfer credit may be counted towards your 60 hour MFA degree, subject to the approval of faculty in your area and the Studio Department Chair. All coursework must be completed within eight years; as credits exceed this time limitation they can no longer be counted towards the degree.

CHANGE OF MAJOR

Changing majors is not automatic. It has two parts: First, you must go the graduate office and fill out a change of major form. This will regenerate your graduate application document from that office. Second, you must submit a portfolio of work for review by the faculty in the new intended major area. No new letters of recommendation are required.

ASTU 5010 PROFESSIONAL PRACTICES

Professional practice is a comprehensive study of the theoretical and practical aspects of succeeding as a practicing artist both inside and outside academe. You will survey the protocols and common practices expected of the artist as a productive member of the business community where fine art and craft is the commodity. This course should be taken before enrolling in ASTU 5015 or 5020.

ASTU 5015 CREATIVE PROJECT

You are to plan and execute a creative project in consultation with your major professor. You should explore your own artistic heritage and determine the origin and nature of your artistic convictions which guide the conceptual aspects and/or style of your artwork. This will all be explained in detail when you take Art 5825, Professional Practices. You will then write a comprehensive artist's statement based on the research and generate a body of artwork reflective of the stated convictions.

During this course you must form and call together your MFA committee who will sign off on your project. It is your responsibility to make arrangements for your committee meeting. This includes scheduling the meeting with committee members, booking a room for the meeting, and submitting copies of the proposed creative project to members of your committee well in advance of the meeting.

A "Final Defense for Creative Project/MFA Exhibition" form is attached to the end of this manual or may be picked up in room 316 of the Art Building. Fill out this form and take it to your final MFA committee meeting for approval and signatures. The form should then be turned in along with your disc of images at least two weeks before Commencement.

ASTU 5020 MFA EXHIBITION

All candidates for the MFA degree in studio art must plan and install an exhibition of their artwork in a university gallery or alternate exhibition space approved by the major professor. The Cora Stafford Gallery and the Union Gallery are available for showing on campus. Reserve dates for your show in the Gallery Office (ART 221) a full semester before you intend to graduate. Initial discussions regarding type of exhibition should be held with your major professor. While we are loath to interfere in any way with the content of your show, we reserve the right to censor anything which could be considered harmful to health or safety, or good taste. Any work, performances, installations, etc., which fall outside the "norm" should be approved ahead of time.

A statement signed by your full MFA Committee indicating that the plans for your exhibition are acceptable constitutes official approval. This statement must be filed with the Studio Department Chair at least a week before your exhibition is scheduled to open.

THE ORAL EXAMINATION

Once you have completed your creative project and written your extended artist's statement, you should provide your MFA committee with copies and call a meeting for oral discussion and final approval. You should bring either images or actual work to the meeting or schedule your meeting in the gallery along with your show. After receiving approval from your MFA committee you must file a pdf disc with the Studio Art Department Office. This disc must have a minimum of ten images of your art work and your extended artist's statement. As with the proposal meeting, it is your responsibility to make arrangement for the oral examination meeting.

All graduate students experience a certain amount of apprehension concerning the oral examinations. This is natural. Bear in mind, however, that if your major area professor did not think you were ready for the examination, you would not be scheduling it.

NOTE: You should not take a thesis, or problem-in-lieu of thesis, and do not have to file anything across campus with the graduate school other than basic graduation paperwork, which is due early in the semester you plan to graduate.

*** You must file your disk in the Studio Department Office no later than Monday of pre finals week in order to graduate. ***

TYPICAL SEQUENCE FOR THE MFA DEGREE

First Semester:

- Begin coursework in major studio area and art history

Between completion of 12 and 24 hours:

- Select a major professor
- Participate in the Graduate Review process

After completion of 30 hours, take in sequence over the last two semesters:

ASTU 5010 Professional Practices
ASTU 5015 Creative Project

- Designate your committee at your proposal meeting
- File a degree plan in Department Office
- Begin work on your creative project
- Arrange a date for your MFA exhibition

Your last semester:

ASTU 5020 MFA Exhibition

- File for graduation at the Toulouse School of Graduate Studies in the Eagle Student Services Center Building. See online Academic Calendar for deadlines.
- Complete your creative project and install your MFA Show
- Defend your project and artist's statement at your oral defense meeting
- After completing revisions, submit a disc with a minimum of 10 .pdf images of your work and a final hardcopy of your artist's statement to the Studio Art Department office.

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Final Defense Form for Creative Project/MFA Exhibition

To be signed at the defense or upon final approval of the extended Artist's Statement. This form must accompany the hardcopy of your extended artist statement and .pdf disc of images when it is filed in the Department of Studio Art Office or the paper will be refused! **No other form will be accepted.** Do not reuse.

Candidate Name _____ EUID _____

Degree **MFA in Studio Art** Concentration _____

Major Professor _____

Date of Defense _____

Signatures below attest that the Artist's Statement has been approved for filling in the Department of Studio Art Office. All committee members must sign. Departmental representatives and/or deans may sign according to the custom of the school.

Decision of the Committee _____

(write "pass" or "fail" or "adjourn")

Committee Member – sign name	print name
Committee Member – sign name	print name
Committee Member – sign name	print name
Major Professor – sign name	print name
Department Chair – sign name	print name