



**TRINITY VALLEY COMMUNITY COLLEGE
NON-CREDIT COURSE SYLLABUS**

Course Rubric & Title: ARTS 9046 Ceramics I

Instructor Name: Beverly Wallace

Office Hours:

Campus: Athens

Office Location: Back of Community Services Building

Office Phone & Alternate Phone #s:

TVCC E-mail Address: Beverly.wallace@tvcc.edu

Course Description: Students will learn the basic techniques of handbuilding (pinch, coil, slab and soft slab, use of molds) and/or basic wheel throwing. Once the basics have been mastered, students are encouraged to select and develop one or more of the basic techniques to execute projects of their choice, with individual instruction as needed. Wheel work is offered but not required. Students will use different kinds of clay and glazes appropriate to that type of clay, and will learn to assist in kiln-loading and firing.

Course Co- or Pre-Requisites:

Textbook(s) & ISBN: Books will be available in the classroom.

Required/Recommended Reading(s): none

Required Materials: Each student is expected to supply their own tools as needed, though some are available in the classroom. Tools may be collected from home or purchased in hobby shops or the school bookstore. You may order specific tools as needed from Trinity Ceramic Supply in Dallas or on-line.

Please register with ceramicartsdaily.org. They have a wealth of videos available.

Your tuition will cover a reasonable amount of clay, glazes, and kiln space. Should you need more clay than is provided you may purchase additional clay on your own or recycle scrap clay.

Course Requirements:

Outline of Course Schedule:

Classroom Policies:

Behavior – A relaxed and cordial classroom atmosphere is encouraged. Students who disrupt the learning environment and/or behave in a disrespectful manner toward other students or the instructor will be asked to leave the class and will not be allowed to return until they have met with the judicial officer. If asked to leave, the student will be counted absent for that class period. Students who continue to act in a disrespectful and/or inappropriate manner will be dropped from the course.

Although independence and autonomy are encouraged by allowing students to establish their own creative goals, there are some limitations that must be acknowledged, including but not limited to drug paraphernalia. If you have any concerns regarding the acceptability of your proposed work, please discuss the matter with your instructor.

Classroom Maintenance – Students will be expected to help load and unload kilns and to maintain the shelves in good condition, to help maintain a reasonably clean and orderly studio, and to keep their own work area and shared work spaces clean.

Student Attendance – Your grade is based entirely on work that you do in class, so attendance is vitally important. You may make up an absence by attending the other session on Tuesdays or Thursdays, and you may wish to attend an extra session to make up for an absence even before you are absent. When making up for (or expecting) an absence, it is your responsibility to see that I mark it on the class roll.

Should you have three unexcused absences, your grade may be dropped by one letter. Subsequent unexcused absences that are not made up will result in the loss of one letter grade for each absence. You may be dropped from the class after six absences. You are

expected to be in class on time and to stay until the end of the class period. Failure to do so may be reflected in your grade. You may take one 10 minute break if you wish.

Grading Policy – Once the required four basic technique assignments are met, further projects are of the student’s choice, although specific (suggested) assignments may be made if you ask. There is no set minimum number of projects required, but grades will be based on both quality and quantity of work produced. Advanced students may explore new techniques and methods and are expected to demonstrate growth in craftsmanship and/or creativity.

Although attendance may affect a student’s grade, the general guidelines for grading are as follows:

A - Work produced shows a high level of care, craftsmanship, and/or creativity. As the semester progresses, the student’s work should also show development in craftsmanship and/or creativity.

B - Work is good, but A quality or does not show development in skill level.

C - Minimal effort, craftsmanship, or creativity.

D - Better than failing.

F – Poor attendance, poor craftsmanship, indifference and/or laziness, no discernable growth, unsatisfactory or unacceptable work.

An Additional Note on Class Atmosphere:

Creativity is fostered in a relaxed, cordial, positive and productive environment. The emphasis is on cooperation, not competition.

Some classes you take for your living. This one you take for your life. My goal is that we all learn something, make beautiful and/or useful things and enjoy the class.

Cheating/Plagiarism:

Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion. “Cheating on a test” shall include

- (a) Copying from another student’s test paper
- (b) Using test materials not authorized by the person administering the test

- (c) Collaborating with or seeking aid from another student during a test without permission from the test administrator
- (d) Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an un-administered test
- (e) The unauthorized transporting or removal, in whole or in part, of the contents of the un-administered test
- (f) Substituting for another student, or permitting another student to substitute for oneself, to take a test, and
- (g) Bringing another person to obtain an un-administered test or information about an un-administered test.
- (h)

“Plagiarism” shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work.

“Collusion” shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

The student who engages in cheating, plagiarism, or collusion may receive a failing grade.

Drop Policy:

Students who do not complete the course will receive a grade of “F” unless a statement is given in writing and signed by the student of his/her intention to withdraw from the course. With the submission of a statement the grade Will be given as a “W”. The grades appear on a permanent transcript at TVCC.

Research Resources:

The student is encouraged to use the TVCC Libraries as research resources for this course. Students can search the TVCC Library Resource Center holdings through the on-line catalog. Electronic library resources provide access to full-text and abstract articles as well as links to a variety of remote research tools. The physical library contains a specialized collection of research materials specifically chosen to support the degrees and courses offered at TVCC. Students with research questions or questions about library services are encouraged to email their question to lrc@tvcc.edu.

Technology Resources/Access:

Each student, employee, or guest with an information technology (IT) account shall be responsible for all use of the account. All accounts shall be for use by a single individual – the person for whom the account was approved or assigned. This includes e-Course accounts as well as TVCC issued email accounts. Sharing or loaning accounts is strictly prohibited and violates TVCC Board Policy CT (LOCAL).

Additional Information:

You should develop a backup plan should your system or your Internet provider fail you. This is not a valid excuse for missing a deadline. The college provides many opportunities for using equipment as do many public libraries.

Student’s Responsibility:

This syllabus contains information, policies and procedures for a specific course. By enrolling, the student agrees to read, understand, and abide by the rules, policies, regulations, and ethical standards of Trinity Valley Community College as contained in the current catalog and schedule of classes.

Student Evaluation of Courses/Faculty:

Evaluation is an important component in promoting continuous improvement, enhancing student learning, and achieving excellence in the educational process. Students are encouraged to complete the course evaluations for all of their courses.

Affirmative Action:

TVCC is an affirmative action/equal opportunity institution which provides educational and employment opportunities on the basis of merit and without discrimination or harassment in full compliance with the Civil Rights Act of 1964, as amended; the Rehabilitation Act of 1973 (Section 503,504); Americans with Disabilities Act, as amended, Title IX of the Educational Amendments of 1972; the Vietnam Era Veterans Assistance Act of 1974; Article 5221k V.A.C.S.; and Executive Orders 11246 and 11758.

Title IX of the Education Amendments:

TVCC prohibits discrimination, including sexual harassment and retaliation, against any student on the basis of race, color, religion, gender, national origin, disability, or any other basis prohibited by law. Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to an instructor, counselor, administrator, or the Title IX Coordinator. TVCC has designated the Director of Human Resources/Title IX

Coordinator as the individual who is responsible for coordinating its efforts to comply with Title IX of the Education Amendments of 1972, as amended. Contact information is:

Director of Human Resource/Title IX Coordinator

Office Phone: 903-675-6215

American with Disabilities Act (ADA)

Trinity Valley Community College provides equal opportunities for academically qualified students with disabilities and ensures access to a wide variety of resources and programs. The passage of Section 504, Federal Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 requires that the college make certain special arrangements for students with disabilities such as moving classes to accessible locations when necessary, allowing the use of tape recorders, sign language interpreters, or other educational auxiliary aids, making special test arrangements, and other accommodations. The college will make reasonable accommodations for qualified students with a diagnosed physical and/or learning disability who have been admitted to the college and request accommodations.

Students with disabilities who wish to request accommodations should notify the Disability Services Office on their campus. In accordance with federal law, a student requesting accommodations must provide documentation of his/her disability to the Disability Services counselor. For more information, please visit the Disability Service Office on your campus or contact Melinda Berry at 903-675-6224 or email mlberry@tvcc.edu. For additional information, please visit:

<http://www.tvcc.edu/guidance/studentswithdisabilities.aspx>.