

Texas Woman's University  
Department of Visual Arts  
Graduate Student Handbook  
Master of Arts / Studio  
Master of Fine Arts / Studio

Last revised: 2/8/2011

**TABLE OF CONTENTS**

MAMFA STUDIO TIMELINE / PG. 3-6

MASTER'S DEGREE PLAN [FORM] / PG. 7

12-HOUR REVIEW FAQ / PG. 8-9

CHANGE IN DEGREE PLAN [FORM] / PG. 10

CERTIFICATION OF FINAL EXAMINATION [FORM] / PG. 11

REQUEST FOR REDUCED TUITION [FORM] / PG. 12

DEADLINES FOR GRADUATION (UPDATED EACH SEMESTER) / PG. 13-14

PROSPECTUS / THESIS EVALUATION FAQ / PG. 15

FINAL EXHIBITION / PROJECT EVALUATION FAQ / PG. 16

ORAL DEFENSE EVALUATION FAQ / PG. 17-18

**MA/MFA Degree Timeline / Department of Visual Arts / Texas Woman's University**  
**[Suggested Timeline for Full-Time Students]**

**YEAR 1**

- Create and discuss a general plan of coursework with major professor. (9 credit hours per semester is considered fulltime at the graduate level / see Master's Degree Plan attachment and required hours for MFA & MA below)

**General Requirements for Master of Fine Arts Degree**

*Total Hours Required:* 60 hours, including 3 hours for M.F.A. project prospectus and 6 hours for M.F.A. exhibit.

*Studio Concentration:* Clay, Painting, Photography, and Sculpture

|  |    |
|--|----|
| MFA Major Field .....                                      | 27 |
| MFA Minor Field .....                                      | 12 |
| Art History .....  | 6  |
| Portfolio Aesthetics or Philosophy or Theories of Art .... | 3  |
| Portfolio Photography .....                                | 3  |
| MFA Project Prospectus .....                               | 3  |
| MFA Exhibit .....  | 6  |
| <i>Total Minimum Semester Hours</i> .....                  | 60 |

[*Final Examination:* Oral and may be repeated twice.]

**General Requirements - Master of Arts in Art (Professional Paper / Project Option)**

Emphasis in one of the following areas: Graphic Design, Clay, Art History, Painting, Photography, Sculpture.

|   |    |
|---|----|
| Major Area of Concentration .....         | 18 |
| Minor Area of Concentration .....         | 6  |
| Electives .....                           | 6  |
| Prospectus .....                          | 3  |
| Professional Paper / Project .....        | 3  |
| <i>Total Minimum Semester Hours</i> ..... | 36 |

- Complete all leveling courses listed on the MA/MFA admittance letter before beginning graduate courses unless other arrangements have been agreed upon with major professor.
- Meet with major professor each semester to review degree plan.
- Art 5673 (Portfolio Photography) is a required course for MFA/Studio that includes the preparation of a professional portfolio of digital images and materials used for job, exhibition, and grant proposals. This course is designed to be taken the last year of graduate studies but may be taken at anytime with permission of advisor. Starting in Fall 09 this course will be offered every other year in the Fall semester, so plan coursework accordingly.

**12-hour Review:**

The MA/MFA review committee conducts 12-hour reviews of graduate work each semester during finals week. At the completion of 12-18 graduate hours in your major area, meet with your major professor to select work, fill out degree plan and schedule review. Materials are due to major professor 1-week prior to review. (See 12-Hour Review FAQ attachment for evaluation criteria)

The review consists of the following:

- Degree Plan:  
(form available in art office, on-line at: <http://www.twu.edu/visual-arts/forms.asp> or see Master's Degree Plan attachment)
  - Fill out MA/MFA degree plan and review with major professor. The degree plan includes the following:
  - Completed courses, dates of completion and remaining courses with intended dates of completion.
  - MA/MFA Committee Names: (Choose and invite three Advisory Committee Members) Committee members must include major professor, minor professor and at least one other faculty member from TWU or the Federation of North Texas Area Universities (Texas A&M University-Commerce, Texas Woman's University or the University of North Texas) [Adjuncts may serve with approval of the major professor and only if they are on the graduate faculty]
- 20-image PowerPoint presentation (Mac compatible) or 20 original works representing a recent body (or bodies) of work completed as a graduate candidate (Work must be numbered and labeled to match the slide list).
- Numbered slide list including titles, dates, medium, and dimensions.
- Copy of current transcript (Information on requesting transcripts at: <http://www.twu.edu/registrar/transcript-request.asp>)
- Vitae
- Artist's Statement

## **YEAR 2**

Meet with your major professor each semester for advising, review your degree plan and for advising. Minor changes to your degree plan must be approved by the major professor and filed with graduate school prior to graduation. (See Change in Degree Plan attachment)

## **YEAR 3**

- MA Students: Enroll in Art 5983 (Prospectus) and Art 5973 (Professional Paper/Project)
- MFA Students: Enroll in Art 5983 (Prospectus) and Art 5996 (MFA Exhibition)
- File Application to graduate at the beginning of final semester. (Information on filing application to graduate at: <http://www.twu.edu/gradschool/default.asp>)
- Order cap and gown if attending graduation ceremony.  
(Information at: <http://www.twu.edu/registrar/graduation.asp>)

### **Art 5983 (Prospectus):**

- Enroll in Art 5983: Thesis Prospectus (second to last semester). Meet with your major professor to discuss guidelines, determine deadlines and review progress throughout semester.
- All committee members must approve and sign prospectus prior to beginning work for the MFA exhibition or MA project.  
(Signature form available on-line at: <http://www.twu.edu/gradschool/degree->

completion.asp / under: TWU's Guide to Preparation and Processing of Dissertations, Theses, and Professional Papers) [See Prospectus/Thesis evaluation attachment]

**Art 5973 MA Professional Paper/Project:**

- Enroll in Art 5973: MA Professional Paper/Project (last semester). Meet with major professor to determine goals and deadlines for completing MA work and review progress throughout semester. (See Final Project evaluation attachment)
- Schedule oral examination date with major professor and advisory committee for one-week prior to deadline. (4-5 weeks before finals / See Academic Calendar for dates at: [http://www.twu.edu/academics/academic\\_calendars.htm](http://www.twu.edu/academics/academic_calendars.htm))
- Fill out anonymous Institutional Effectiveness survey before end of exhibition. (Your major professor will give you the survey to fill out)

**Institutional Review Board** ([www.twu.edu/research/irb.html](http://www.twu.edu/research/irb.html)):

- The TWU Institutional Review Board must approve all research methodologies using human subjects to create artwork based on sensitive subject matter.
- For information, training and applications to IRB, contact the Office of Research and Sponsored Programs on the TWU campus: ACT, 2nd Floor / 304 Administration Drive / Denton, TX 76201 or on the TWU website: <http://www.twu.edu/research/>.
- Applications are reviewed once a month and must be approved prior to beginning any research that involves human subjects.

**Art 5996 MFA Exhibit:**

- Enroll in Art 5996: MFA Exhibition (last semester). Meet with major professor to determine goals and deadlines for completing MFA work and review progress throughout semester. (See Final Exhibition/Project evaluation attachment)
- Schedule exhibition with gallery director and discuss dates with major professor.
- Schedule oral examination date with major professor and advisory committee for one-week prior to deadline. (4-5 weeks before finals / See Academic Calendar for dates at: [http://www.twu.edu/academics/academic\\_calendars.htm](http://www.twu.edu/academics/academic_calendars.htm))
- Submit mock-up of MFA exhibition announcement to major professor, department chair & gallery coordinator for approval before printing 2 months prior to show date.
- Mail exhibition announcements 3 weeks prior to opening date.
- Submit Gallery Layout map of exhibition to your major professor and the Gallery Director a minimum of 3 weeks prior to opening date. [Gallery Layouts found at: <http://www.twu.edu/visual-arts/about-galleries.asp>]
- Final approval of the gallery layout map and presentation method [framing, frames, installation], must be approved by your major professor.
- Fill out anonymous Institutional Effectiveness survey before end of exhibition. (Your major professor will give you the survey to fill out)

### **MA/MFA Oral Examination:**

Oral examinations are conducted with major professor and advisory committee 4-5 weeks before finals (deadline date is posted on-line each year / See Academic Calendar for dates at: [http://www.twu.edu/academics/academic\\_calendars.htm](http://www.twu.edu/academics/academic_calendars.htm).) Last day to file Thesis/Dissertations.

### **Guidelines for Oral Examination:**

- Schedule a 2-hour time slot for oral exam with major professor and advisory committee to occur one-week prior to posted deadline.
- Schedule a space for the exam that is suitable to allow committee to review 95% of the work for the MFA exhibition, or MA project. (See gallery coordinator to schedule space in East I West Galleries if needed.)
- Lay out work in the gallery according to your gallery layout map. Work must include finished pieces and 3 examples of the final presentation method. [i.e. frames with mats, special installation, unique hanging techniques, etc.]
- If your orals are to be held off-site [not in a gallery space], a gallery layout map must be presented to the committee at this time.
- Come prepared to confidently discuss the ideas, techniques, and historical and contemporary contexts of the work for the MFA exhibition or MA project and its relationship to the prospectus. (See Oral Examination evaluation attachment)
- Bring "Certification of Final Examination" form for committee to sign (form available on-line at: <http://www.twu.edu/gradschool/forms.asp> / or see Certification of Final Examination)

### **Filing Certification of Final Examination:**

- Make 2 copies of signed Certification of Final Examination. (File 1 copy in art office; keep one copy for personal files and hand deliver original copy to Graduate School by posted deadline at: <http://www.twu.edu/gradschool/degree-completion.asp> / under Graduation Deadlines, or see Graduation Deadlines)
- Degree plan change forms, change of grade forms, and incomplete forms and any other forms required for graduation are also due by posted deadline (see Graduate Deadlines). (Forms available on-line)

### **Reduced Tuition:**

- Students in their final semester can apply for and sometimes receive reduced tuition. (Form available on-line at: <http://www.twu.edu/gradschool/forms.asp> / under Request for Reduced Tuition (Code 3) or see Request for Reduced Tuition)



12-hour Review: Frequently asked questions:

1. Who attends the 12-hour review?  
The entire MA/MFA faculty attends the 12-hour review on the Monday of finals week. Students being reviewed are not present. Review materials are due in the art office the week before review.
2. What work should be included in the 12-hour review?  
20 images of work completed while in graduate school at TWU. The review is not intended to show everything completed thus far.  
[Photography: 20 images from 1 or 2 mature bodies of work. This may also include photo books.]
3. What is the preferred method to submit images for review?  
PowerPoint of 20 images on a CD is the preferred method. Include title, date, size, and medium of each image. Submit a paper copy of the degree plan and 6 copies of the statement and resume.
4. What should the degree plan include?  
Official form (download off TWU website, or see the Masters Degree Plan Attachment)  
List completed classes in the order you took them  
Next list courses you intend to take and when you will take them (consult with your major professor to complete the list.  
List the three people on your committee (usually major & minor Professors + one other)
5. What should the statement include?  
Statement (1-page) should specifically address the body/bodies of work included on the CD. Recommended questions to address in the statement include:  
Philosophically, what is your work about?  
What inspired the work?  
Why is it significant?  
Describe the technical production of the work.  
What artists inspired you/the work?  
Where is your work going?

### **12-Hour Review Evaluation Attachment**

These evaluation rubrics are used by faculty to evaluate your work and are provided as a guide when working on the 12-Hour Review.

**Outcome Desired:** Graduate students will create a cohesive body of work that reflects a unique and personal artistic voice and be able to articulate a well-developed personal aesthetic.

**Areas Assessed /** Artistic Process / Art-making Studio Production

- **Strong Progress:** Work reflects excellent artistic processes, in-depth exploration, and clarity of vision, risk-taking, discovery, and insightful reflection. Work shows advanced proficiency in technical execution. The written statement clearly outlines and delineates intention.
- **Adequate Progress:** Work reflects adequate artistic processes, a wide range of exploration, artistic vision, openness to taking risks, and critical reflection. Work shows

Last revised: 2/8/2011

average proficiency in technical execution. The written statement's outline and intentions are vaguely stated.

- **Inadequate Progress:** Work reflects poor artistic processes, average exploration, artistic vision, risk-taking, and limited critical reflection. Work shows a lack in proficiency in technical execution. The written statement is poorly written and unclear.

Faculty then recommends either: *Approved: Unconditional Admittance* or *Needs Additional Coursework: with recommendations of courses to take.*

**TEXAS WOMAN'S UNIVERSITY-GRADUATE SCHOOL  
CHANGE IN DEGREE PLAN**

**TO: Dean of the Graduate School**

**FROM:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**STUDENT:** \_\_\_\_\_

**ID #** \_\_\_\_\_

**MAJOR:** \_\_\_\_\_

**DOCTORAL**  **MASTER'S**

**DELETE COURSE(S):**

| Course Number | Course Title | Hours | Date Completed | Grade |
|---------------|--------------|-------|----------------|-------|
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |

**ADD COURSE(S):**

| Course Number | Course Title | Hours | Date Completed | Grade |
|---------------|--------------|-------|----------------|-------|
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |
|               |              |       |                |       |

**Committee Chair** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department Chair** \_\_\_\_\_

**Date:** \_\_\_\_\_

**APPROVED** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Dean of the Graduate School**

In accordance with Leg. HB 1922, an individual is entitled to: request to be informed about the information collected about them; receive and review their information; and correct any incorrect information.

**TEXAS WOMAN'S UNIVERSITY-GRADUATE SCHOOL**  
CERTIFICATION OF FINAL EXAMINATION

\_\_\_\_\_  
Date of Examination

To the Dean of the Graduate School:

The undersigned have on this date examined (Name of Candidate and ID#):

\_\_\_\_\_  
[Name]

\_\_\_\_\_  
[ID#]

for the degree of: \_\_\_\_\_

and hereby certify that the examination has been successfully completed. This

professional paper       thesis       dissertation

has been reviewed by each of us and is approved.

Chair

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Type Name]

\_\_\_\_\_  
[Date]

Member

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Type Name]

\_\_\_\_\_  
[Date]

Member

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Type Name]

\_\_\_\_\_  
[Date]

Member

\_\_\_\_\_  
[Signature]

*[if appropriate]* \_\_\_\_\_  
[Type Name]

\_\_\_\_\_  
[Date]

Chair of Department

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[Type Name]

\_\_\_\_\_  
[Date]

Dean of College/School

\_\_\_\_\_  
[Signature]

*[if appropriate]* \_\_\_\_\_

[Type Name]

\_\_\_\_\_  
[Date]

According to departmental records, this student has met all requirements for graduation.

\_\_\_\_\_  
Major Professor

NOTE: If filing a Professional Paper please attach a copy of the TITLE PAGE.

**TEXAS WOMAN'S UNIVERSITY-GRADUATE SCHOOL  
REQUEST FOR REDUCED TUITION  
(CODE 3)**

**TO THE GRADUATE STUDENT: This form must be filed in the Graduate School before late registration ends for the semester requested.**

Under provisions of the Texas Higher Education Code Section 54.051(e), Texas residents are eligible for a reduced tuition rate when enrolling for **dissertation, thesis, or professional paper only**, providing those hours are the final credits required for the degree. When you are ready to enroll for what you believe will be your final enrollment in **dissertation, thesis, or professional paper**, complete this form, have your major professor sign it, and submit it to the Graduate School no later than the last day of late registration in the semester requested.

Please note that Code 3 may be assigned for **one semester or one summer session only**; any subsequent enrollment will be at the full tuition rate.

|                        |                                 |
|------------------------|---------------------------------|
| <hr/> <b>NAME</b>      | <hr/> <b>ID #</b>               |
| <hr/> <b>ADDRESS</b>   | <hr/> <b>SEMESTER REQUESTED</b> |
| Residence or P. O. Box |                                 |
|                        | <hr/> <b>MAJOR PROFESSOR</b>    |
| <hr/> City             | <hr/> State                     |
| <hr/> Code             | <hr/> Zip                       |

**MAJOR PROFESSOR'S ENDORSEMENT:**

I certify that the student named above is a candidate for a graduate degree at TWU and has successfully completed all required coursework for the degree except for dissertation, thesis, or professional paper, which I am directing. If substitutions have been made for any courses listed on the student's degree plan filed in the Graduate School, I am attaching a Change in Degree Plan form with the necessary change(s) noted.

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Signature of Major Professor

---

Date

**GRADUATE SCHOOL USE ONLY:**

\_\_\_\_\_ Code 3 **APPROVED** for **Fall/Spring/Summer, 20\_\_** (*Provided enrollment is **ONLY** for dissertation, thesis, or professional paper*).

- \_\_\_\_\_ Code 3 **DENIED** because student
- \_\_\_\_\_ is not enrolled in dissertation, thesis, or professional paper only.
  - \_\_\_\_\_ is not a Texas resident.
  - \_\_\_\_\_ has no approved degree plan on file in the Graduate School.
  - \_\_\_\_\_ has not been unconditionally admitted to the program.
  - \_\_\_\_\_ has not been admitted to candidacy (doctoral students only).
  - \_\_\_\_\_ did not meet deadline for filing request.
  - \_\_\_\_\_ has used code 3 previously for this degree.

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Dean of the Graduate School

\_\_\_\_\_

## DEADLINES FOR MAY 2011 GRADUATION

Texas Woman's University, The Graduate School, ACT 9

Students must meet all deadlines in order to graduate in May 2011. For assistance and advisement, students should consult their academic advisors. For additional information, consult the Graduate School publication, *Guide to Preparation and Processing of Dissertations, Theses, and Professional Papers* available on the Graduate School website, <http://www.twu.edu/gradschool>.

To be eligible for May graduation, students must be enrolled for the spring term. *Exceptions* may be made for students who submit all requirements to the Graduate School by **Friday, January 14, 2011.**

We suggest our **GRADUATION CHECKLIST** as a guide to submitting the appropriate forms, with any required signatures, by the deadlines specified below. Access this CHECKLIST by going to: <http://www.twu.edu/gradschool> and click **Degree Completion**, then **GRADUATION CHECKLIST**. All forms are also accessible online at this website.

### DEADLINES FOR MAY 2011 GRADUATION

The following dates are the final deadlines; materials should be submitted earlier if possible.

- January 20, 2011, Thursday**    **LAST DAY** to file Spring 2011 *Request for Reduced Tuition (Code 3)* in the Graduate School
- February 2, 2011, Wednesday**    **LAST DAY** to file online *Application for Graduation* for May graduates participating in May ceremony and May graduates choosing not to participate in the ceremony.
- Last Day** to file online *Application for Graduation* for August graduates choosing to participate in the May ceremony.
- March 18, 2011, Friday**    **LAST DAY** to ROLL OVER your Application for Graduation to a future date.
- April 15, 2011, Friday**    **LAST DAY** to file in The Graduate School:
1. Certification of Final Examination
  2. Change of grade (e.g., Incomplete) forms necessary for courses on the degree plan
  3. Degree plan changes
  4. All copies of thesis or dissertation and all forms required for graduation
- May 14, 2011, Saturday**    **Denton Commencement** (Additional ceremonies may be added on **Friday, May 13, 2011**, if necessary to accommodate a large graduating class. Times and dates to be determined at a later date.)
- May 15, 2011, Sunday**    **Houston Commencement**

**THE GRADUATE SCHOOL CANNOT ACCEPT ANY MATERIALS FOR MAY GRADUATION AFTER APRIL 15, 2011.**

- Commencement information will be available on the Registrar's website <http://www.twu.edu/registrar/> 6-8 weeks prior to graduation.
- Master's students completing requirements in August may participate in May commencement.
- Doctoral students completing requirements in August may participate in December commencement.
- Diplomas are mailed approximately ten weeks after graduation.
- Students participating in the Denton commencement ceremony may order regalia/announcements from the TWU Bookstore, 940/898-3103, in the TWU Student Center, early in the semester.
- If you wish to continue your studies at TWU following your graduation, be sure to submit a new application through the Office of Student Records Processing, Admissions Building 1<sup>st</sup> floor, (940) 898-3076.

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**CHECK GRADUATE SCHOOL WEBSITE FOR SUMMER DEADLINES**

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**\*THESE DOCUMENTS MUST BE FILED IN THE GRADUATE SCHOOL  
BY THE APPROPRIATE DEADLINES.**

**THE FORMS BELOW ARE AVAILABLE ONLINE at <http://www.twu.edu/gradschool>, click Degree Completion.**

**\*Application for Graduation:** The online application is required for all graduating candidates; it must specify the exact name and degree which are to appear on the diploma and be completed no later than the published deadline. If the deadline is not met, another *Application for Graduation* and an additional \$25 must be submitted no later than for the published deadline for the next semester.

**\*Certification of Final Examination:** Upon completion of coursework, the dissertation/thesis defense, and/or final examination (oral or written), the student's committee will sign this form and send it to the Graduate School to record the result of the examination or defense. Please do not submit an unsigned form to the Graduate School.

**\*Microfilm/Copyright Forms (Publishing Your Thesis/Dissertation):** This online booklet concerns microfilming of theses/dissertations by ProQuest. *Microfilming is required for all theses and dissertations; therefore, the form entitled "Thesis/Doctoral Dissertation Agreement Form" in the booklet must be completed by every student submitting a thesis or dissertation.* Copyrighting is optional. Fees will be assessed when the paper is filed in the Graduate School.

**\*Thesis/Dissertation Fee Form:** This form is required for all candidates submitting a thesis or dissertation. The top section must be completed by the student. The bottom section is completed and calculated in the Graduate School upon submission of the paper.

**\*Survey of Earned Doctorates (for Doctoral Candidates ONLY):** In cooperation with the National Opinion Research Center (NORC), The Council of Graduate Schools in the United States, and other graduate schools, this survey form is distributed annually to all graduates who have completed requirements for their doctoral degrees. The information provided on this form becomes part of the Doctorate Records File maintained by NORC. These surveys cover specific ranges of dates, so please verify that the form you are completing has your graduation date in its range; you will find dates on the front page of the document.

**\*Professional Vita:** All doctoral students must file two copies of a professional vita.

**Address and/or Name Changes:** If you need to make a change in your name or mailing address for your diploma, please contact the Graduate School. Students should notify the Registrar's Office in writing of any change in address or name for their permanent TWU student record. In the event a diploma is not deliverable due to an incorrect address, a student may request a duplicate through the Registrar's Office.

**TWU Graduate School, PO Box 425649, Denton TX 76204  
304 Administration Dr. (ACT 9) Denton TX 76201  
940/898-3415 FAX: 940/898-3412  
Email: [gradschool@twu.edu](mailto:gradschool@twu.edu)  
Website: <http://www.twu.edu/gradschool>**

## Prospectus / Thesis Evaluation Attachment

These evaluation rubrics are used by faculty to evaluate your work and are provided as a guide when working on the Prospectus / Thesis.

**Outcome Desired:** Graduate students will demonstrate the knowledge and research competencies to design and carry out an original research project resulting in the writing of a scholarly paper and its oral presentation.

### Areas Assessed

#### Annotated Bibliography

- **Excellent:** Indicative of comprehensive focused scholarship; succinct, informative and clearly stated annotations.
- **Good:** Indicative of strong focused scholarship; annotations vary as to level of succinctness, information and clarity.
- **Average:** Indicative of some rambling scholarship; annotations vary as to level of succinctness, information and clarity.
- **Below Average:** Indicative of little scholarship or focus; annotations are carelessly organized as to succinctness of information and clarity.
- **Poor:** Indicative of little scholarship; no focus; poorly organized, incoherent annotations.

#### Development of Ideas

- **Excellent:** Deep and complex ideas; comprehensive content supported by rich, engaging pertinent details; reflection & insight; strong documentation.
- **Good:** Rounded idea development supported by relevant details; evidence of analysis and reflection; thorough documentation.
- **Average:** Unelaborated idea development; unelaborated and/or repetitious details; some documentation.
- **Below Average:** Minimal idea development, limited and/or unrelated details; minimal documentation.
- **Poor:** No clear idea development; numerous unrelated details; minimal or no documentation.

#### Organization

- **Excellent:** Careful focus on primary thesis statement while presenting elaborate scholarship; logical progression of points and related ideas.
- **Good:** Focus on primary thesis statement with indication of logical progression of ideas.
- **Average:** Focus and logical progression of ideas tend to wander.
- **Below Average:** Little focus and/or logical progression of ideas.
- **Poor:** No apparent focus; no logical progression of ideas.

#### Scholarly Writing

- **Excellent:** Effortlessly stated throughout; free of syntax, grammar and format problems.
- **Good:** Clearly stated; few errors in syntax, grammar or format relative to length and complexity of paper.
- **Average:** Sporadic lack of clarity; some errors in syntax, grammar and/or format that do not interfere with communication.
- **Below Average:** Noticeable lack of clarity; errors in syntax, grammar and/or format that begin to interfere with communication.
- **Poor:** Total lack of clarity; repeated errors in grammar and format such as sentence structure, spelling, punctuation, capitalization.

## **Final Exhibition / Project Evaluation Attachment**

These evaluation rubrics are used by faculty to evaluate your work and are provided as a guide when working on the Final Exhibition / Project.

**Outcome Desired:** Graduate students will create a cohesive body of work that reflects a unique and personal artistic voice and be able to articulate a well-developed personal aesthetic.

### **Areas Assessed**

Cohesive Body of Work / Evidence of Personal Artistic Voice / Articulation of Personal Aesthetic

#### **Excellent**

Work reflects excellent artistic processes, in-depth exploration, and clarity of vision, risk-taking, discovery, and insightful reflection. Work shows advanced proficiency in technical execution.

#### **Good**

Work reflects above average artistic processes, a wide range of exploration, artistic vision, openness to taking risks, and critical reflection. Work shows good proficiency in technical execution.

#### **Average**

Work reflects average artistic processes, average exploration, artistic vision, risk-taking, and limited critical reflection. Work shows adequate proficiency in technical execution.

#### **Below Average**

Work reflects artistic processes that lack exploration, artistic vision and risk-taking, and demonstrates below average critical reflection. Work shows inadequate proficiency in technical execution.

#### **Poor**

Work reflects artistic processes that seriously lacks exploration, artistic vision and demonstrates an inability to engage in critical reflection. Work shows a lack in proficiency in technical execution.

## Oral Defense Presentation Evaluation Attachment

These evaluation rubrics are used by faculty to evaluate your work and are provided as a guide when working on the Oral Defense Presentation.

**Outcome Desired:** Graduate students will demonstrate the knowledge and research competencies to design and carry out an original research project resulting in the writing of a scholarly paper and its oral presentation.

### Areas Assessed

#### Communication with the Committee / Defense of Prospectus

- **Excellent:** Engaging and dynamic interaction with the committee. Clear and cogent defense of the prospectus and work presented.
- **Good:** Clear communication with the committee. Good defense of the prospectus and work presented.
- **Average:** Communicates with audience and is generally engaged. Average overall in defending prospectus and work presented.
- **Below Average:** Limited awareness of audience and physically unengaged. Defense of prospectus not adequate and not able to present work adequately.
- **Poor:** Inability to engage with audience. Unprepared for defense of prospectus and work presented.

#### Presentation of Work & Physical Engagement of the Space

- **Excellent:** Engaging and dynamic use of space in presenting work for defense. Work was ready for exhibition.
- **Good:** Good use of space in presenting work for defense. Most work was ready for exhibition.
- **Average:** Presentation of work in space was average. Some work ready for exhibition, some needing more work to be ready for exhibition.
- **Below Average:** Use of space in presenting work was not thought out. Most work not ready for exhibition or not finished.
- **Poor:** Poor use of space in presenting work. Work not ready for exhibition or not finished.

#### Question / Answer Responsiveness

- **Excellent:** Engaging and dynamic tone in responding to questions regarding prospectus and work. Very prepared for defense.
- **Good:** Clear use of appropriate tone in response to questions regarding prospectus and work. Good preparation for defense.
- **Average:** Average response to questions regarding prospectus and work. Average preparation for defense. Needs more work.
- **Below Average:** Limited awareness of audience and physically unengaged when answering questions. Not prepared adequately for defense. Needs much more work.
- **Poor:** Inability to engage with audience when questioned about prospectus and work. Not prepared at all for defense.

#### Historical / Contemporary References

- **Excellent:** Very knowledgeable and able to use historical and contemporary references. Has a good grasp of placing work presented in art historical and contemporary art context.

Last revised: 2/8/2011

- **Good:** Good knowledge and use of historical and contemporary references in placing work presented in historical and contemporary context.
- **Average:** Adequate knowledge of art history in relation to work presented. Able to place work in a contemporary context. Needs more research.
- **Below Average:** Inadequate knowledge of art history in relation to work presented. Unable to place work in contemporary context. Not prepared adequately.
- **Poor:** Poor grasp of art historical influences and where the work presented can be placed in contemporary contexts. Not prepared.