



**LAMAR INSTITUTE
OF TECHNOLOGY**

ARTS 1301- 9L1

INSTRUCTOR CONTACT INFORMATION

Instructor: William Sizemore
Email: whsizemore@lit.edu
Office Phone: 409-880-8213
Office Location: TC 242
Office Hours: TBA- Posted in Blackboard Course

CREDIT

3 Semester Credit Hours (3 hours lecture, 0 hours lab)

MODE OF INSTRUCTION

Online

PREREQUISITE/CO-REQUISITE:

None

COURSE DESCRIPTION

A general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts.

COURSE OBJECTIVES

Upon completion of this course, the student will be able to

1. Apply art terminology as it specifically relates to works of art.
2. Demonstrate knowledge of art elements and principles of design.
3. Differentiate between the processes and materials used in the production of various works of art.
4. Critically interpret and evaluate works of art.
5. Demonstrate an understanding of the impact of arts on culture.

REQUIRED TEXTBOOK AND MATERIALS

None

ATTENDANCE POLICY

For all online courses be sure to sign in to Blackboard on a regular basis, three times a week at minimum, to check for any assignment openings and to be sure your coursework is being completed and submitted. Additionally, be sure to check your gradebook regularly for missing or inaccurate grades. Bring any grade questions to me immediately upon noticing them. Upon being notified, I will check and resolve any issues as needed.

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

Daily Grades	15%
Tests	50%
Midterm Project	15%
Final Project	20%



GRADING SCALE

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

LIT does not use +/- grading scales

ACADEMIC DISHONESTY

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution's Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

STUDENT CODE OF CONDUCT STATEMENT

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

STARFISH

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ADDITIONAL COURSE POLICIES/INFORMATION

ARTIFICIAL INTELLIGENCE STATEMENT

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses. Please see below for this instructor's AI policy.

ARTS 1301 Online Fall 2023: This is a fully online course from Jan. 2- May 07, with finals week from May 08-14. All coursework is submitted online according to due dates listed. This course is fairly dense in the beginning and leans out toward the end to allow for additional time to work on and submit final projects. Students should expect to devote their time accordingly. There is no textbook required for this course! **Any references to reading a textbook you might find in the course should be disregarded.**

Instructor Contact: email me with any issues you like, but

- **ALWAYS ALWAYS include your course and section number with each email.**
- **DO NOT send any assignments to me via email.**
- **If you need to resubmit an assignment after it has been graded please email me and tell me which assignment you have resubmitted.**

Know Your Abilities: This is a fully online course. This course requires access to, familiarity with, and use of a computer and the Internet. You should have a general understanding of basic software such as Microsoft Word or another similar word processor, the Internet, a readily available Internet access device, and good working knowledge of various web browsers such as Internet Explorer, Firefox, and Google Chrome. If you do not have these items at home, there is computer and Internet access available at a variety of locations at LIT as well as LU. Contact me for more information.

Document Creation: All LIT students have the Microsoft Office Suite available at no cost to the student. Access is located through your MyLIT page. Open your email and look toward the top of the page for a link to Office. Regarding document creation and completion, in my experience, neither a tablet nor a smartphone is an acceptable replacement for a computer when it comes to document formatting. Be cautious if you are considering using such a device to complete lessons for this course as they usually cause more problems than they solve. It is your responsibility to ensure document formatting is accurate following a document upload to Blackboard.

DO NOT USE GOOGLE DOCS!! Or any other platform that gives you links to submit!!

Discussion Board Posts: There are some discussion board posts and replies for you to engage with your fellow classmates. Please be aware that both your original post **AND** the required replies are necessary for you to receive full credit for these assignments. A discussion board post with no replies to classmates will result in a 50% grade for the post. If you receive a 50, please go back in and include a peer reply for the additional late points. If the assignment has reached its close date, no further submissions are allowed.

Please give some thought to peer replies. I require students to go beyond the customary, "I agree with you!" and provide additional insight to their response or to build upon it with a question of your own. This method will provide better learning opportunity for the entire class.

Discussion Board Post Grading Scale:

Your original post, if it meets the word count (if required)- 50%

Each peer reply **over 10 words**- 10% each. Less than ten words will receive no credit.

This means if you give your original reply and reply to one peer, you will have earned a 60/100. With two peer replies, 70/100, and so on.

Any peer replies that include the words, "I agree" may not receive credit.

If you submit a discussion board post early, there may not be a peer post to reply to. Be sure to go back and check it before the assignment is due to add any peer replies. Otherwise, you will be docked late points.

Journals: Journal entries are a casual response to whatever writing prompt I have provided or whatever project you are working on. Each entry requires at least 100 words or more for each response. I am the only one reading them, so don't worry about formal language or content. Meeting the 100-word requirement does not guarantee a full score. A 100 word entry will receive a passing grade of 70. I am looking for more depth in the responses. Entries must show something beyond surface level thought in the content and demonstrate a good understanding of the course materials being asked about.

These journals are informal, not an essay response.

Note: journals and discussion boards are not document submissions. Do not attach them as documents. Write directly in the submission box to submit.

Journal Grading Scale:

Word Count	<100 -	0
	100-115-	70
	116-130-	75
	131-149-	80
	150-165-	85
	166-182-	90
	183-199-	95
	200 plus-	100

Technical Issues: The only technical issues I will accept regarding failure to complete and submit assignments are those directly involving Blackboard availability when LIT is responsible, as these errors are documented. It is your responsibility to contact Blackboard Help if you are having any accessibility issues. Blackboard help is located at the top of the Blackboard landing page under the “Technical Support” section. If I am not notified of a Blackboard outage, no consideration will be given to late assignments. Your “internet was down,” or, “My computer kicked me off before I could finish,” or, “It wouldn’t let me submit” (whatever “it” refers to) are not reasonable excuses for late or no submissions. Always submit early so you’ll know if there are issues you can resolve before the assignment closing date arrives. I receive emails every semester from students telling me their computer just shut down right at (or near) the assignment closing date and time and asking to reopen so they can resubmit. See [late assignment policy below](#).

MLA Style: All writing assignments (except discussion board comments/replies and journals must be typed in **MLA style**. Assignments not conforming to MLA standards will receive a maximum grade of 50%. I refer students to the OWL@purdue for all questions regarding MLA that have not been covered in other materials. Google the term MLA to get the web address for the OWL. Additionally, I provide a preformatted MLA template for you to use on your response papers. **Please use the template for writing assignments.**

*** REQUIRED***

Use the MLA template Located in the Orientation folder for writing assignments.

*** REQUIRED***.

All documents submitted as attachments for this course will be typed MLA style and submitted as a .doc or .docx.

MLA Style means DOUBLE SPACED, among other things. Any document submission that is not double spaced will receive a 50% grade. This rule is for document submissions only, not discussion posts or journal entries. Use the template- see above.

Do not submit Google Docs documents, or documents from another word processing program. Use your provided Microsoft Office Word.

Under no circumstances are you to “link” me to any assignment submission. Any assignment you submit must be a digital document I can see/read/view within Blackboard.

Any other file types I may want will be specified in the assignment. So, unless otherwise instructed, stick with the file type listed or .doc/docx if there isn't one specified.

All image files must be .jpg, .png, .gif, .tif, or .pdf.

DO NOT SUBMIT .HEIC files!

No other image files accepted. Be sure to convert images to one of these formats before submitting. Scores of zero will be given to any assignment with an image submission that is not in one of the listed file formats.

Other than those listed above, I will not accept documents in any other format. If you need to reupload due to an incorrect file format submission, that assignment may be subject to a minimum late penalty of 10 points. See late assignment submissions below for more on that.

Assignment Submissions/Late Submissions: All assignments must be uploaded to the appropriate assignment link in Blackboard. DO NOT under any circumstances email me any assignments for any reason!! There will be no exceptions to this policy. Papers submitted in any other fashion than to the assignment link, including email, will not be opened, viewed, or otherwise accepted for grading. It does not matter if there are technical difficulties, they must be overcome and the paper submitted to the appropriate assignment link if you want credit for that assignment.

Each assignment is open for not less than ten days under most circumstances (5-7 days for the shorter summer semesters and 8 week terms, and even less for the mini sessions), which is still more than enough time to prepare and submit any piece of writing for my courses. I strongly advise all students to submit assignments well in advance of the closing date. Do not wait until the closing date to submit a document to discover whether or not you may have technical issues. See late grade policy below.

All projects/assignments must be submitted to the appropriate Blackboard assignment link or it will receive a grade of zero. **Projects submitted in any other fashion will not be opened, viewed, or accepted for grading. DO NOT EMAIL submissions even if it is to “prove” you have completed the assignment!**

Late Work and Resubmissions

Grading Timeline

I understand that assignments may occasionally be submitted late or need to be corrected and

resubmitted. To balance fairness and my grading workload, any late work or resubmission will be graded within two weeks *after* the next unit's closing date. For example, if you submit a revised assignment after the due date for a unit that closes on February 14, you can expect to receive your updated grade by two weeks following that closing date.

Late Submissions & Deductions

- **Late Points Deduction:** Any assignment submitted after the original deadline (resubmission or late work) is subject to a late penalty of **10 points per day**. This helps encourage on-time work and ensures fairness to all students who submit their assignments by the due date.
- **No Immediate Grading:** Please note that, while I will certainly review and grade late submissions, they will not be prioritized ahead of on-time work.

Resubmissions

- **When to Expect Grades:** If your work is returned for correction and requires a resubmission, the same grading timeline applies. Your revised version will be graded within two weeks *after* the next unit's closing date.
- **Reasoning:** This policy allows me to provide thoughtful feedback to all students while managing the course responsibilities.

If you have any extenuating circumstances, please reach out to me as soon as possible. We can discuss potential arrangements or extensions to help you stay on track.

And, of course, no submissions will be accepted after the final due date of the last assignment of the course.

If an assignment has been submitted and received a grade, **DO NOT** resubmit without my express permission, which will only be given under specific circumstances.

If you are missing a part of an assignment and have to resubmit for any reason past the due date, that resubmission will be subject to my late assignment acceptance policy.

If you do resubmit an assignment, please email me and tell me specifically which assignment you have resubmitted. This is essential to ensuring that you receive proper credit for that assignment submission.

Late Work: Technical Issues- If you seem to be having a problem with Blackboard access or submitting assignments it is **YOUR RESPONSIBILITY** to contact LIT Tech services (helpdesk@lit.edu) or Blackboard Help to correct any issues. I consistently receive excuses such as too much work, don't have the time, etc. When you decide to take a class, it is up to you to make the time to complete the work. Any assignment submitted late for whatever reason may be reduced by 10% of the assignment grade the late submissions policy. The Blackboard technical support link can be found at the top of the Blackboard page under the link, "Technical Support."

I am a content expert and my ability to help you with technical issues is limited. Use the resources available to you for help.

Minimum Requirements: Please pay attention to all requirements for writing submissions. They may differ between assignments. Be aware that meeting the minimum requirements does not ensure a superior grade, simply a passing one.

Please remember, meeting assignment minimum requirements will earn you a minimum passing grade. You can ALWAYS submit more than the minimum requirement and thereby earn higher scores.

If you receive a zero on any assignment, I always include the reason why in the comments box. If you have a zero as a grade for an assignment you submitted, **please read the comment(s)** in the comment box and resubmit if asked to do so. Be sure to resubmit only if I ask you to.

Please keep track of your gradebook grades and contact me with any questions. Any assignment not completed will receive a score of zero in that grade slot, which will negatively affect your end of course grade.

Completion/Due Dates

All units will be open at the beginning of the semester. While all units are open, each unit has its own respective individual due date. It is highly recommended that students begin at Orientation Unit (Start Here) and then Unit 1 and work forward from there. Units build off previously acquired knowledge that the student should have before attempting to respond to later units.

Each unit contains a collection of tests, quizzes, and other assignments, such as discussion boards or journals. Every assignment within each unit has a due date to correspond with the unit in which it is included. **In case of any due date conflicts, defer to the due date on the main unit folder in the course materials page or on this schedule.** The Blackboard course calendar also indicates assignment due dates and is available for viewing. Citing an incorrect due date as an excuse to not complete an assignment is not a valid reason for not completing the assignment. If there is an assignment in the course, it is there to be completed.

Use of AI

I allow use of AI in this course, but only if you credit AI in your submission. To successfully use AI, have the platform create a draft of your assignment response for you, which you will revise and submit to the assignment link. In your final draft, please include a statement that AI assisted you in the assignment. Please also include which AI platform or platforms you are using.

Art Projects

In all art projects for this course, unless the assignment specifically asks for any computer-generated art, all art must be completed by hand by the student enrolled in the course and use traditional media (pencil, paint, etc.). Do not use computer graphics or photomanipulation programs for any assignment unless explicitly asked to do so in the instructions.

All art projects must include at least four progress pics of your art, including the final image. Pics of your materials do not count toward the four progress pics.

There are several writing assignments in this course. Follow instructions on each project assignment, which will be graded according to an included grading rubric. If no rubric is included, assignments will be graded upon their adherence to the assignment instructions.

I expect each project to be discussed in terms of the arts elements and principles you will learn in unit one.

Each project **MUST be a new piece** of art created by the student specifically in response to the assignment prompt. No existing artwork is allowed. The student must create the artwork him or herself and take progress pictures during the creation process for each submission. Please be familiar with the rubric for grading standards if a grading rubric is included.

Under no circumstances should you ever submit any artworks to this course that have been completed on lined paper.

Lined paper = zero points

I do not expect any student to be a master of the arts or to be especially creative, but to make the attempt for each project. The grades will not be determined on the final outcome per se, but on the students' understanding of what they have created according to the elements and principles of art and their ability to articulate that understanding.

A simple, flat line drawing that shows little effort will receive a failing grade.

Each project submission must include progress pictures and a journal entry. Also, if asked for, each student must submit their work to the discussion board for critiquing and there may be an Artist Statement for you to write.

All projects must be submitted to the appropriate Blackboard assignment link or it will receive a grade of zero. **Projects submitted in any other fashion will not be opened, viewed, or accepted for grading. DO NOT EMAIL submissions even if it is to "prove" you have completed the assignment!**

Do not use sources for any assignment unless specifically asked to do so! I want to hear your thoughts on the arts and art related subjects, not the words of others.

The Final Project- Each student must submit all components of the final project in order to pass the course. It is a research project, so plan accordingly. See the assignment folder for specific information.

Art Critique- Some assignments may ask you to critique a piece of art, either gallery or museum art, or an art work created by a class peer. An art critique is your assessment of a piece you are looking at. It is subjective by its very nature. No matter your thoughts on a particular piece, we as a group will always be kind and respectful of the items posted for viewing. More information will be provided for each project.

Under no circumstances should anyone post anything containing hate speech or derogatory comments or create for submission anything of that nature. Controversy is acceptable, but you should be aware of the limits of acceptability. If in doubt, ask me.

Assessment of Written Work:

All written work is equally weighted based upon quality of writing and comprehension of content. This means that not only is the student expected to know the material, but also is able to present that knowledge in writing that is grammatically, structurally, and mechanically correct. Be sure to edit your Artist Statements prior to submission. A grading rubric will be provided and used for all writing assignments.

Also, be aware that you can submit your paper to Tutor.com for help with editing. The Tutor.com link is found on the main Blackboard page, on the left, in the "Books and Tools" section. Click on that link and a selection window will open. Scroll down and click on the Tutor.com link and follow directions. Tutor.com is a service provided to LIT students at no additional cost. Simply follow the links and reply to the questions to submit a document for review.

Once an assignment has been accepted for grading and has received an initial grade, do not revise and/or resubmit that assignment for a new grade. Once an assignment has been graded, that grade will remain.

Grading Period: all assignments submitted will generally be graded within two weeks or sooner from the time the unit it is in closes. Be aware of this when submitting assignments early.

EDIT CAREFULLY!!

All written responses (**not including discussion boards or journals**) must follow the instructions of that assignment, which can vary from one to the other. Under no circumstances are you to submit any document for submission with one paragraph of writing. Each assignment will tell you how many paragraphs are expected. If not explicitly stated, no less than three paragraphs will be in each piece of writing. All document submissions will be MLA style. Assignments not meeting these standards will receive a maximum grade of 50% with no resubmission. **I highly recommend you use the supplied MLA Style template.**

All writing must be written in an academic voice: please avoid casual language and informal tone in artist statements and discussion boards. **Exception:** Journals may be much more relaxed in tone, but still must adhere to common usage standards.

No Second Person usage allowed in any writing assignments. This means no you, your, yourself, yourselves.

DO NOT USE SOURCES unless my instructions specifically ask you to.

Readings, Quizzes, and Tests

Reading assignments, quizzes, and section tests will be assigned regularly. As the sections open, ample time will be allotted to completing them. All portions of a section must be completed prior to the closing date of that section. Once a unit's closing date has passed, those assignments will not be available for submission. Quizzes and discussion boards and journals must also be completed prior to the unit closing.

Extra Credit: No individual extra credit will be allowed or assigned. Do the assigned work at the assigned time. Once an assignment is closed, there will be no opportunity to make it up.

Plagiarism and Cheating: I strictly adhere to Lamar Institute of Technology's policies on plagiarism and cheating. Please refer to The Lamar Handbook for rules on plagiarism and cheating. These behaviors will not be tolerated and will be dealt with appropriately. Should I discover any evidence of plagiarism, the paper will receive a score of 0, and the student may receive a failing grade for the entire course. There will be no opportunity to rewrite a plagiarized paper. You do have the right to appeal any action taken by me for plagiarism to the GEDS Department Chair for consideration. We will cover plagiarism at the beginning of the semester and so I expect all my students to have a clear understanding of what plagiarism is, and that it will not be tolerated. All papers submitted for this course will be simultaneously submitted to the Safeassign plagiarism detection database in Blackboard. Look at the Safeassign percentage and revise if needed.

Books and Financial Aid: There is no textbook required for this course! You are expected to begin this course prepared with all required materials and the class will be conducted as such.

A note about writing references for students: I receive requests regularly asking me to write reference letters for one reason or another. I will gladly write a reference letter to any of my students who have achieved the following:

- I have had you as a student for more than one course.
- At least one of those courses must have been a face-to-face course.
- You must have already passed one of my courses.

As long as you meet the above listed requirements, I will consider your request to write a letter of reference.

Incomplete Policy

adhere to the Lamar Institute of Technology's incomplete grade policy which is as follows:

The grade of **I** may be given when any requirement of the course, including the final examination, is not completed. Arrangements to complete deficiencies in a course should be made with the instructor. Incomplete work must be finished during the next long semester, or the Office of Records will change the **I** grade to the grade of **F**. The course must then be repeated if credit is desired. An **I** grade also automatically becomes an **F** if the student re-registers for the course before removing the deficiencies and receiving a grade change.

In addition to the above, in order to qualify for an incomplete grade in any of my courses, you must meet the following conditions:

1. The final drop date must have passed.
2. You must have attended class within the requirements of my course attendance policies (face-to face), or signed into class for the required amounts (online instruction), or both (hybrid).
3. You must have completed the assigned work to the point of your drop request with a passing grade.

4. You must have a note from a qualified medical doctor or mental health professional for your claimed condition stating that you are unable to complete any further assignments in the course.

5. You must agree to complete any unfinished course work within the first month of the following long semester you are registered at LIT.

Meeting all of the conditions above will allow a student to request an incomplete for this course.

Please see me for additional details.

All material and information in this syllabus may be subject to revision and/or information may be added in order to respond appropriately to various unforeseen circumstances.