



Master Course Syllabus

For additional course information, including prerequisites, corequisites, and course fees, please refer to the Catalog: <https://catalog.uvu.edu/>

Semester: Fall

Course Prefix: ART

Course Title: BFA Project

Year: 2025

Course and Section #: 4990R-X01

Credits: 3

Course Description

Focuses on the development and execution of a gallery exhibition or professional portfolio. Includes collaborative work with a gallery/museum professional in preparation of the exhibition's public viewing. May be repeated for a maximum of 6 credits toward graduation.

Course Attributes

This course has the following attributes:

- ☐ General Education Requirements
- ☐ Global/Intercultural Graduation Requirements
- ☐ Writing Enriched Graduation Requirements
- ☒ Discipline Core Requirements in Program
- ☐ Elective Core Requirements in Program
- ☐ Open Elective

Other: *Click here to enter text.*

Instructor Information

Instructor Name: Christopher Thornock, Howard Fullmer, Christopher Young

Student Learning Outcomes

- 1 Develop and display a representational portfolio of personal work.
 - 2 Prepare a project for exhibition demonstrating an artistic focus and emphasis.
 - 3 Complete a complex, multi-faceted project from concept to finished product.
 - 4 Explain processes and concepts in your own work.
 - 5 Implement processes needed to display art in a gallery setting.
 - 6 Compose a variety of disciplinarily-appropriate texts within multiple situations and for multiple audiences.
-

Course Materials and Texts

None

Course Requirements

Course Assignments, Assessments, and Grading Policy

How This Course Works

This is a **3-credit course**, which means you should expect to spend approximately **9 or more hours per week** on coursework, meetings, and independent project development.

You will work closely with your **faculty advisor** to complete your capstone proposal, make consistent progress, and prepare a final body of work. After each advisor meeting, you are required to submit a **BFA Check-In Report** documenting your progress and next steps.

Ongoing documentation of your project is essential and will form a key part of your evaluation.

Note for graduating students:

If you are completing your degree this semester, you are required to **exhibit your finished project on campus** before final grades are submitted.

Class Expectations

This course is designed to help you develop as a professional in your field. Whether we meet in person or interact online, you are expected to conduct yourself with respect, responsibility, and academic integrity.

Here are the core expectations for this course:

- **Advising Meetings Are Required**
You must meet with your assigned faculty advisor a minimum of **six times** throughout the semester. These meetings can be held in person or remotely.
- **Documenting Your BFA Project Is Required**
You must keep a clear, ongoing record of your BFA capstone work. Documentation is part of your final evaluation.
- **Academic Integrity Is Essential**
Plagiarism and unethical use of imagery or techniques—such as copying, tracing, projecting, digitally painting over photographs, or turning in recycled work from other classes—are not permitted.
Any student found to be in violation will be subject to **departmental and university disciplinary actions**

Attendance and Advising Meetings

Regular class attendance is not required unless otherwise announced. However, students are expected to meet with their **faculty advisor at least six times** during the semester.

It is the **student's responsibility** to schedule these meetings and to provide progress updates when requested. These advising sessions are essential to staying on track and successfully completing your BFA project.

Submission and Grading Procedures

All assignments are to be completed and submitted online through Canvas.

Grading Rubric: BFA Student Projects will be graded using the following criteria.

- Artistic Ability
- Presentation
- Design/Composition
- Creativity

Grading Scale : This scale represents your percentage of total points

- A (100%-95%) Student work is excellent, and the student is performing at a professional/masters level.
- A- (94%-90%) Student work is very strong and is performing at a near professional/master's level.
- B+ (89%-87%) Student Work is very strong but there are a few errors and slight areas in need of improvement.

- B (86%-84%) Student Work is strong but there are multiple areas in need of improvement before they can operate at a professional level.
- B- (83%-80%) Student Work is very good, and they perform at an above average level, but much work is needed before the student is performing at a professional or master's level.
- C+ (79%--77%) Student Work is good but barely performs above an average level.
- C (76%-74%) Student Work is Adequate but shows no sign of being either below or above an average level.
- C-(73%-70%) Student work is weak, and much work needs to be done in order to practice and improve.
- D+ -F (69%-0%) Student work is very weak, incomplete, or missing. Immediate action is required to make a course correction.

Assignments and Assessments

Canvas Discussions

Discussions are an opportunity to share your work, reflect on your creative process, and engage with your classmates' ideas. Your posts should contribute meaningfully to the conversation and clearly support your point of view.

Disagreement is welcome when approached respectfully—some of the best learning happens when perspectives differ. Please maintain a thoughtful and professional tone to help ensure our online classroom remains a safe and supportive space for everyone.

All discussion posts and replies must be submitted by the **due dates listed on Canvas**.

Advisor Check-In Reports

Students are required to meet with their assigned faculty advisor at least **six times** during the semester. After each meeting, students must complete and submit a short **Advisor Check-In Report** using the designated assignment on Canvas.

These reports are spaced evenly throughout the semester and must be submitted **by the posted deadlines**. Late submissions will not be accepted once the assignment closes.

Each report helps track progress, clarify goals, and ensure consistent communication with your advisor. Completing all six reports is an essential part of your capstone evaluation.

BFA Reviews

All finished work must be submitted to the **Illustration BFA Review** assignment on Canvas. Illustration faculty will review each student's progress and portfolio at **midterm** and **finals** to provide feedback and assess development.

Participation in both reviews is required as part of the capstone course.

Capstone Exhibition Requirement

An **on-campus exhibition** is required to complete the BFA Project. Students in their second semester of capstone must exhibit their work before final grades are due in order to graduate.

- In **Spring semester**, all graduating BFA students will participate in a **group exhibition** organized by the department.
- If you are completing your project in the **Fall**, you have two options:
 1. **Exhibit in Fall:** You are responsible for coordinating with campus gallery staff to schedule your exhibit.
 2. **Join the Spring group exhibition:** You may postpone your exhibit and participate in the Spring show with other graduating students.

All BFA capstone exhibitions must take place **on campus**.

Required Course Syllabus Statements

Generative AI

AI programs are not a replacement for your human creativity, originality, and critical thinking. Writing, thinking, and brainstorming are crafts that you must develop over time to develop your own individual voice. At the same time, you should learn how to use AI and in what instances AI can assist you.

The use of generative AI tools (e.g. ChatGPT) is permitted in this course for the following activities:

- Brainstorming and refining your ideas;
- Finding information on your topic;
- Refining Style direction.

The use of generative AI tools is not permitted in this course for the following activities:

- Impersonating your work in classroom contexts, such as by using AI tools to compose discussion board prompts/responses assigned to you or content that you put into a Teams/Canvas chat.
- Generating artwork for class assignments.
- Generating final artwork.

You are responsible for the information you submit and that it does not violate intellectual property laws, or contain misinformation or unethical content. Your use of AI tools must be properly documented and cited in order to stay within university policies on academic honesty.

Any student work submitted using AI tools should clearly indicate what work is the student's work and what part is generated by the AI. In such cases, no more than 25% of the student work should be

generated by AI. If any part of this is confusing or uncertain, please reach out to me for a conversation before submitting your work.

Using Remote Testing Software

☒ This course does not use remote testing software.

☐ This course uses remote testing software. Remote test-takers may choose their remote testing locations. Please note, however, that the testing software used for this may conduct a brief scan of remote test-takers' immediate surroundings, may require use of a webcam while taking an exam, may require the microphone be on while taking an exam, or may require other practices to confirm academic honesty. Test-takers therefore shall have no expectation of privacy in their test-taking location during, or immediately preceding, remote testing. If a student strongly objects to using test-taking software, the student should contact the instructor at the beginning of the semester to determine whether alternative testing arrangements are feasible. Alternatives are not guaranteed.

Required University Syllabus Statements

Accommodations/Students with Disabilities

Students needing accommodations due to a permanent or temporary disability, pregnancy or pregnancy-related conditions may contact UVU [Accessibility Services](#) at accessibilityservices@uvu.edu or 801-8638747.

Accessibility Services is located on the Orem Campus in BA 110.

Deaf/Hard of Hearing students requesting ASL interpreters or transcribers can contact Accessibility Services to set up accommodations. Deaf/Hard of Hearing services can be contacted at DHHservices@uvu.edu

DHH is located on the Orem Campus in BA 112.

Academic Integrity

At Utah Valley University, faculty and students operate in an atmosphere of mutual trust. Maintaining an atmosphere of academic integrity allows for free exchange of ideas and enables all members of the community to achieve their highest potential. Our goal is to foster an intellectual atmosphere that produces scholars of integrity and imaginative thought. In all academic work, the ideas and contributions of others must be appropriately acknowledged and UVU students are expected to produce their own original academic work.

Faculty and students share the responsibility of ensuring the honesty and fairness of the intellectual environment at UVU. Students have a responsibility to promote academic integrity at the university by not participating in or facilitating others' participation in any act of academic dishonesty. As members of the academic community, students must become familiar with their [rights and responsibilities](#). In each course, they are responsible for knowing the requirements and restrictions regarding research and writing, assessments, collaborative work, the use of study aids, the appropriateness of assistance, and other issues. Likewise, instructors are responsible to clearly state expectations and model best practices.

Further information on what constitutes academic dishonesty is detailed in [UVU Policy 541: Student Code of Conduct](#).

Equity and Title IX

Utah Valley University does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, age (40 and over), disability, veteran status, pregnancy, childbirth, or pregnancy-related conditions, citizenship, genetic information, or other basis protected by applicable law, including Title IX and 34 C.F.R. Part 106, in employment, treatment, admission, access to educational programs and activities, or other University benefits or services. Inquiries about nondiscrimination at UVU may be directed to the U.S. Department of Education's Office for Civil Rights or UVU's Title IX Coordinator at 801-863-7999 – TitleIX@uvu.edu – 800 W University Pkwy, Orem, 84058, Suite BA 203.

Religious Accommodation

UVU values and acknowledges the array of worldviews, faiths, and religions represented in our student body, and as such provides supportive accommodations for students. Religious belief or conscience broadly includes religious, non-religious, theistic, or non-theistic moral or ethical beliefs as well as participation in religious holidays, observances, or activities. Accommodations may include scheduling or due-date modifications or make-up assignments for missed class work.

To seek a religious accommodation, a student must provide written notice to the instructor and the Director of Accessibility Services at accessibilityservices@uvu.edu. If the accommodation relates to a scheduling conflict, the notice should include the date, time, and brief description of the difficulty posed by the conflict. Such requests should be made as soon as the student is aware of the prospective scheduling conflict.

While religious expression is welcome throughout campus, UVU also has a [specially dedicated space](#) for meditation, prayer, reflection, or other forms of religious expression.