

Department of Art and Art History

Studio Art Graduate Handbook

Updated Fall 2013

TABLE OF CONTENTS

People	2
Places	2
Master of art in studio art (MA) requirements	3
MA procedures, deadlines and scholarly activity	4-5
Master of fine art in studio art (MFA) requirements	6
MFA procedures, deadlines and scholarly activity	7
Graduate courses offered in studio art (ART)	8-9
Graduate courses offered in art history (ARH)	10
Academics, studio art	11-12
Academics, general from the graduate school	13-15
Forms of financial support	16-18
Program history	18
Tuscaloosa	18
Resources	19

It is the student's responsibility to meet all requirements for their degree including those outlined in this document and online as well as to observe all appropriate deadlines as graduate study progresses.

Each student is assigned a mailbox (located in 103 Garland) where mail and notices are placed. Check your mailbox often for important announcements. Students are responsible for checking their UA email regularly for notices from the faculty and the university. It is the student's responsibility to update the graduate school and the Graduate Coordinator with personal information changes.

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PLACES

Woods Hall	Studio art classrooms & graduate studios / Sella-Granata gallery
Garland Hall	Sarah Moody gallery / Art history classrooms/ main office
BOM: Bureau of Mines	Sculpture / Ceramics & graduate studios
ACB: Arts Construction Bldg	Graduate studios
Wood Shop	112 Woods
Computer Lab	211 Woods
Digital Photo Lab	209A Woods
Image Resource Center	205 Garland
Gorgas Library Fine Arts	3 rd floor Gorgas

MASTER OF ARTS in STUDIO ART (MA)

All new studio art graduate students enter the MA program before proceeding to the MFA program. The MA degree in studio art requires completion of 30 semester hours of graduate work, including: at least 6 hours in art history; 15 hours in graduate studio courses, 3 hours of graduate seminar; 3 hours of graduate critiques; and 3 hours of graduate electives. All coursework must be successfully completed within six years of entering the studio graduate program.

At the end of the first semester students are responsible for scheduling the time and location for an open studio review during which faculty members may come and review current research. At the end of the second semester candidacy for the MA degree is determined by a full faculty review.

An exhibition, written statement, and an oral review are required for successful completion of the degree.

MA Requirements Checklist

<u>30 hours MA coursework</u>	course	semester /year
Art History (6 hours)	_____	_____/____
	_____	_____/____
Studio Art (15 Hours)	_____	_____/____
	_____	_____/____
	_____	_____/____
	_____	_____/____
Art 511 Graduate Seminar (3 hrs)	_____	_____/____
Art 525 Graduate Critiques (3 hrs)	_____	_____/____
Graduate level electives (3 hours)	_____	_____/____

- Semester #1 - Open studio review
- Semester #2 - Full faculty review
- Semester #3 - Selection of review committee
MA committee review
- Semester #4 - MA exhibition
Written statement
Oral review

MA PROCEDURE DEADLINES and SCHOLARLY ACTIVITIES

Semester #1	Course work		<ul style="list-style-type: none"> • 3 – 12 hours of coursework
	Open studio review	Last two weeks of semester	<ul style="list-style-type: none"> • Scheduled by student • Notify graduate faculty of dates and times • Minimum 10 hour availability • Distribute review statement (½ pg) one week prior to open studio by email or in mailboxes
Semester #2 (12-24 hours)	Course work		<ul style="list-style-type: none"> • 3 – 12 hours of coursework
	Full faculty review	15th week	<ul style="list-style-type: none"> • Scheduled by Graduate Director - Pass: continues toward degree - Fail: review repeated following semester (1 repeat only)
Semester #3 (18-30 hours)	Course work		<ul style="list-style-type: none"> • 3 – 12 hours of coursework
	Selection of graduate committee	2 nd week	<ul style="list-style-type: none"> • Student forms committee by contacting and receiving written confirmation from graduate faculty. (see page 11 guidelines) • Final committee composition is submitted to Graduate Director in writing.
	MA exhibition proposal	Due 10/15 for Spring exhibition or 2/15 for Fall exhibition	<ul style="list-style-type: none"> • One page proposal outlining anticipated form and content of exhibition distributed to committee. • Member of committee designated as the editor for written statement.
	MA committee review	15th week	<ul style="list-style-type: none"> • Scheduled by Graduate Director Student presents current research Committee members meet/vote - Pass: continues toward degree - Fail: review repeated following semester (1 repeat only)

Semester #4 (20-30 hours)	Course work		<ul style="list-style-type: none"> • 3 – 12 hours of coursework
	Apply to graduate with MA OR Notice of intention to continue to MFA	First week of the semester	<ul style="list-style-type: none"> • Written request due to committee and Graduate Director • If student is concluding studies with an MA an application to graduate must be submitted to graduate school.
	MA written statement first draft	5 th week	<ul style="list-style-type: none"> • Distributed to committee
	MA written statement final draft	12 th week	<ul style="list-style-type: none"> • Distributed to committee two weeks prior to oral review.
	MA exhibition	Anytime during this semester	<ul style="list-style-type: none"> • Scheduled by student
	MA oral review	14 th week	<ul style="list-style-type: none"> • Scheduled by Graduate Director • Committee members meet/vote • Pass / Pass with conditions /Fail

During any semester a student or the graduate committee may request a mid-term review. This may occur when member of the graduate committee express concerns about the strength of ongoing studio research which precedes the thesis exhibit.

Midterm review (optional)	7th week	<ul style="list-style-type: none"> • Scheduled by student or committee • Distribute review statement (1 pg) one week prior to review
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Details are outlined on pages 11-12 in *Academics - Department of Art and Art History, Studio Art*.

MASTER of FINE ARTS in STUDIO ART (MFA)

Admission to the Master of Fine Arts program is by recommendation of the MA graduate committee during the student's MA oral review. The committee will recommend that the candidate continue to the MFA program or finalize studies at the university by graduating with an MA degree.

The MFA degree requires 60 hours of coursework: 30 hours already completed for the MA degree plus 30 hours of additional coursework. Required MFA coursework includes: 3 hours of Art history, 15 hours in graduate studio classes, 3 hours graduate seminar, 3 hours graduate critiques, and 6 hours in graduate electives. Coursework not applied to the MA may be applied towards the MFA. All coursework must be successfully completed within six years of entering the studio graduate program.

At the end of semester #5 the student presents a MFA candidacy public lecture addressing research and upcoming exhibition. Committee determines passing/failing of review.

During Semester #6 the student must presents an exhibition of work accompanied by a written statement. Committee determines passing/failing of the exhibition and written statement through an oral review.

Students must apply for graduation through the Graduate School.

MFA Requirements Checklist

30 completed MA hours & requirements

Art History (3 hours)	_____	_____/_____
Studio Art (15 Hours)	_____	_____/_____
	_____	_____/_____
	_____	_____/_____
	_____	_____/_____
Art 611 Graduate Seminar (3 hrs)	_____	_____/_____
Art 625 Graduate Critiques (3 hrs)	_____	_____/_____
Graduate level electives (6 hours)	_____	_____/_____

Semester #5 - MFA candidacy review public lecture

Semester #6 - Application for graduation

MFA exhibition

Written statement

Oral Review

MFA PROCEDURE DEADLINES and SCHOLARLY ACTIVITIES

Semester #5 (30-48 hours)	Course work		<ul style="list-style-type: none"> • 3 – 12 hours of coursework
	Selection of graduate review committee	2 nd week	<ul style="list-style-type: none"> • Student may change committee composition OR continue with existing MA committee. • Student forms committee by contacting and receiving written confirmation from grad faculty. • Final committee composition is submitted to Graduate Director
	MFA candidacy review Public Lecture	14th week	<ul style="list-style-type: none"> • Scheduled by Graduate Director, public invited • Committee meets / votes <ul style="list-style-type: none"> - Pass: continues toward degree - Fail: review repeated following semester (1 repeat only)
			•
Semester #6 (48-60 hours)	Course work		<ul style="list-style-type: none"> • 3 – 12 hours of coursework
	Application to graduate with MFA	Last day of registration for semester	<ul style="list-style-type: none"> • Written request due to committee chair and Graduate Director • Application sent to the graduate school.
	MFA exhibition proposal	Due 2/15 for Spring exhibition	<ul style="list-style-type: none"> • One pg proposal outlining anticipated form and content of exhibition distributed to committee. • Member of committee designated as the editor for written statement.
	MFA written statement First draft	5 th Week	<ul style="list-style-type: none"> • Distributed to full committee
	MFA written statement Final draft	13 th Week	<ul style="list-style-type: none"> • Distributed to committee two weeks prior to Oral review.
	MFA exhibition	Anytime during this semester	<ul style="list-style-type: none"> • Scheduled by student
	MFA oral review	15 th week	<ul style="list-style-type: none"> • Scheduled by Graduate Director • Committee members meet / vote • Pass / Pass with conditions /Fail

Details are outlined on pages 11-12 in *Academics - Department of Art and Art History, Studio Art.*

GRADUATE CLASSES OFFERED IN STUDIO ART

Studio Art (ART)

The prerequisite for the following 500-level courses is graduate standing in art in the specific studio field (as determined by a review of the faculty committee and the permission of the department chairperson and instructor). Courses are offered for 3–6 hours each semester, except for ART 506 and ART 508, which are offered for 3 hours each semester.

NOTE: Not all courses are offered every semester.

ART 501 Interdisciplinary Studies. (3 hours) The primary goal of this course is to explore contemporary visual culture through theory, history, and studio practice. Cross-listed with ARH 501.

ART 506/606 Independent Studies. (3 hours). Students may make proposals for projects not taught in the regular curriculum. These must be approved by a faculty sponsor and the chair of the department. **Note: only 6 hours of Independent study may be counted towards MFA degree (3 hours toward MA degree course requirements).**

ART 508 Special Projects. (3 hours). Special projects course titles include Alternative Photographic Process, Water Media on Paper, Figurative Modeling and Sculpture, Experimental Drawing and The Photographic Artist's Book.

ART 510/610 Advanced Drawing Seminar. (3 hours). The focus of this course will be the study and production of drawings as an activity that documents our memories, examines and explains the world around us, transforms our perceptions of time and space, and helps us invent new ways of seeing and thinking.

ART 511 Graduate Seminar. (3 hours) A critical examination of contemporary issues, philosophies, criteria, and ideas in art. May be repeated.

ART 512/ART 612 Ceramics. (3-6 hours)

The ceramics program has a fully equipped facility with a complete inventory of clay and glaze materials. Facilities include equipment for clay mixing and preparation; workstations for forming and throwing; gas, wood fire, raku, and electric kilns; and materials for experimental kiln construction. Personal instruction is given in all forming techniques, glaze calculations, and firings. Students are encouraged to experiment with the medium and explore new processes. Emphasis is placed on the student's development of concepts and forms.

ART 516/ART 616 Painting. (3-6 hours)

The primary goal of the painting program is to enhance the student's ability in conceiving of a strong personal vision. The program defines painting as a complex and vital art form that exists in a state of constant flux, a tradition that is both mired in history and capable of regularly redefining itself. It equally embraces students who define painting as a practice that goes far beyond the brush, and those who employ more traditional methodologies.

ART 518/ART 618 Photography. (3-6 hours)

Photography is viewed as a means of personal expression and exploration, emphasizing

development of each student's vision. Instruction is individually tailored and the exploration of alternative applications is encouraged. Graduate students are expected to increase their knowledge of the history of photography and contemporary art, and to participate in teaching undergraduates. Facilities include traditional film and printing darkrooms, a Mac lab with 20 computers dedicated to digital photography, space for alternative processes and an area for critiques.

ART 520/ART 620 Printmaking. (3-6 hours)

Graduate printmaking is conducted in a workshop situation, including group critiques and technical demonstrations. The program philosophy embraces a broad spectrum of activities relating to the idea of the multiple and the history of printed material. Students are expected to master traditional techniques and encouraged to work in an interdisciplinary manner, exploring the boundaries of the media area. The facility comprises equipment for intaglio and relief printing, stone and plate lithography, screen-printing, and photo-based/digital printmaking.

ART 522/ART 622 Sculpture. (3-6 hours)

The sculpture program allows students to work with an extensive range of media and processes while emphasizing conceptual development and refined technical ability. Sculpture encompasses traditional media, methods, and processes as well as technologies that can be adapted to sculptural activities, idioms, and forms. Facilities include a full wood shop, metal fabrication shop, foundry, critique/installation room, and graduate studio space.

ART 525/625 Graduate Critiques. (3 hours) This course examines the studio practice through critical discourse, defending and discussing aesthetic philosophy and its application to research in the visual arts.

Note: 400 level course may be taken for 500/600 level credit if a written agreement between the professor / chair and student must be approved using form available online at the Graduate School website. Completed form must be submitted to the Graduate School before the beginning date of the 400-level course in question. Only 6 hours of these courses may be applied to graduate coursework.

GRADUATE CLASSES OFFERED IN ART HISTORY

Art History (ARH)

A maximum of 6 semester hours of 400-level course credit may be accepted for graduate credit in the Art Studio Degree program, but only if the student receives approval from the department and graduate school. The remainder of the coursework for the MA must be taken at the 500 level. Courses may be taken at The University of Alabama at Birmingham.

Courses at the 500 level are taught at The University of Alabama and The University of Alabama at Birmingham and may be taken at either institution. The following courses (except for ARH 598) are seminars; the content of each seminar will vary with the instructor. A student may take any seminar twice for credit. The following 500-level courses are offered at The University of Alabama.

ARH 501 Interdisciplinary Studies. (3 hours) The primary goal of this course is to explore contemporary visual culture through theory, history, and studio practice. Cross-listed with ART 501.

ARH 550 Literature of Art. (3 hours) Principles and methodology of the discipline as described in the writing of its founders and chief makers; bibliographical research method and mastery. Required of all art history MA students.

ARH 554 Research in Art History. (3 hours)

ARH 555 Asian Seminar. (3 hours)

ARH 556 The Arts of Buddhism. (3 hours)

ARH 561 Critical Theory. (3 hours)

ARH 565 Renaissance Seminar. (3 hours)

ARH 570 Baroque & Rococco Seminar. (3 hours)

ARH 575 19th-Century Seminar. (3 hours)

ARH 580 20th-Century Seminar. (3 hours)

ARH 598 Independent Study. (3 hours)

Note: 400 level course may be taken for 500/600 level credit if a written agreement between the professor / chair and student must be approved using form available online at the Graduate School website. Completed form must be submitted to the Graduate School before the beginning date of the 400-level course in question. Only 6 hours of these courses may be applied to graduate coursework.

ACADEMICS, Department of Art and Art History, Studio Art

The following descriptions apply to a student following a standard two or three-year track through the MA and MFA studio programs. A part-time student should plan a schedule with credit hours rather than by semester or year recommendations.

Pre- MA

During their first year, a student completes coursework and meets with department faculty throughout the semester. At the end of the first semester the student is responsible for scheduling time and location for an open studio during which faculty members come and review current research. Student prepares a short statement that is distributed to graduate faculty one week prior to open studio.

Full Faculty Review

At the end of their second semester (18-24 hours), a student undergoes a 40 minute candidacy review by the full graduate studio faculty. The student presents a selection of recent work along with a brief (one-half to one page) artist statement. The work is reviewed through a discussion between student and faculty. Following the discussion, the student is excused and the faculty assesses the quality of the research/creative activity, informing the student of their decision at that time. Students who pass this review will form their MA committee and prepare for a final oral review by producing a body of work for exhibition, accompanied by a written statement. Students who fail will repeat their candidacy review the following semester. A failed review may result in the faculty placing conditions upon the student's coursework or withdrawing GTA support. If a student fails the candidacy review a second time, it is recommended that they leave the program.

MA Candidacy: Formation of Committee

If student passes MA full faculty review the student selects their MA review committee at the beginning of the third semester. The committee should be formed by the second week of the semester following candidacy and the student must inform the graduate Director, in writing, of the committee's composition. The committee must have a minimum of three members, and must include at least one non-studio art university faculty member. An art historian is recommended for the non-studio art member but not required. The selected members require approval of the studio graduate program director. The committee must have a committee chair and an editor. The committee chair is usually the major advisor, the faculty member with whom the student works most closely in the studio. The editor pays specific attention to the written statement and guides the student in their writing. The student must secure written permission from the faculty members indicating their willingness to serve in these roles. The committee may have more than three members and may include faculty from outside the Department of Art and Art History. University of Alabama faculty members who serve on graduate committees must have 'graduate faculty status'.

Exhibition

All students present an exhibition as a requirement of both MA and MFA degrees. The exhibition is scheduled by the student in a venue of their choice and may be a solo, two-person or group show. Exhibitions in the Sarah Moody Gallery of Art and Sella-Granata Art Gallery require written permission from their respective gallery director/committee. These requests should be submitted as soon as possible. There is no guarantee that requests can be met.

Graduate students who receive fellowships or take 12 hours per semester will advance more quickly toward fulfillment of course hour requirements. In such cases, it is possible to form a graduate committee and produce the MA thesis exhibition in the third semester of study.

Written Statement

The contents and length of the written statement are determined by the student in consultation with the graduate committee's Chairperson and Editor. The written statement is not technically a thesis. Statements must be typed (double-spaced), contain complete sentences, proper punctuation and grammar, and adhere to an accepted style manual (MLA, Turabian, Chicago, etc.). Statements that do not meet these minimum requirements will not be reviewed. A first draft of the written statement is due to the committee chair and the editor by the fifth week of the semester of the oral review. A final copy (not a draft) of the written statement should be submitted to members of their committee two weeks prior to the scheduled oral defense.

Documentation

The student must document the body of work and its exhibition as well as provide a final approved written statement for reference. Images and text documents must be saved to CD. Both the committee chair and the Graduate Director must receive copies of this CD. Images of work must be of professional quality and saved as .tiff files at 300 dpi resolution.

Graduation/Continuance to MFA

Students may conclude their studies with the MA degree or request permission continue in the studio art program to an MFA degree. Students planning to graduate with the MA degree must apply for graduation through the Graduate School no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed. The form "Application for Degree" (available online) is required for this purpose, and must be completed in duplicate. Students seeking an MFA degree must submit a written request to their MA degree committee chair and the Graduate Director. Once permission to proceed toward the MFA degree, the graduate student may modify membership to their graduate committee, a process that is to be done in writing and conveyed to the Director of Graduate Studies.

MFA Candidacy Review

Each candidate for the MFA degree is reviewed by their graduate committee. During the fifteenth week of the fifth semester, as scheduled by Graduate Director, each candidate presents a 15-20 minute public lecture outlining his or her research and creative activity. This lecture is followed by a 10-minute question and answer session. Following the Q&A, the public and the students are excused and the MA committee assesses the quality of the research/creative activity, informing the student of their decision at that time. Students passing this review re-confirm their MFA committee and prepare for a final oral review by producing a body of work for exhibition, accompanied by a written statement. Students who fail this review repeat their candidacy review the following semester. A failed review may result in the faculty placing conditions upon the student's coursework or withdrawing GTA support. If a student fails the candidacy review a second time, it is recommended that they leave the program.

MFA Candidacy/Formation of Committee

Students continuing in the program to the MFA degree may change the composition of their committee OR continue with the existing MA committee. In either case students must confirm

that faculty are willing to serve on the committee and inform the director of the studio graduate program in writing to receive approval for committee composition. A new body of work, distinct from that of the MA, is expected of the student.

ACADEMICS, The Graduate School

This information has been excerpted from the Graduate Catalog and applies to all university graduate students. While you are considered to be a student in the Department of Art and Art History you are officially enrolled in the Graduate School and are subject to their policies.

For current information about Graduate School policies, requirements, and degree programs go to www.graduate.ua.edu.

The UA Graduate School, 102 Rose Admin, Box 870118, Tuscaloosa, AL 35487
Telephone (205) 348-5921 · Fax (205) 348-0400

Plan of Study

The student's plan of study is determined in consultation with the head of the major department or the chairperson of the graduate committee and is approved by that person and the dean of the Graduate School.

The graduate director serves as primary program advisor. After consultation with major professor, graduate students must secure approval from director before registering for classes. The director uses this opportunity to review hours taken, and identify any non-course requirements anticipated in the upcoming semester calendar.

Course Loads

The normal course load for a fall or spring semester is 9-12 credit hours; the maximum course load for a semester is 15 credit hours. Full-time enrollment for graduate students is 9–15 hours per regular semester.

Students may register for a maximum of 6 semester hours in a summer term or 12 hours during an entire summer dual session. No more than 3 semester hours may be taken during the Interim session. Taking more than 12 semester hours in a summer dual term can be justified only in extraordinary circumstances and requires written approval of the Graduate School. A student who is employed part-time is expected to take a reduced load. The course load of a fully employed student will be evaluated according to the individual graduate program. Fully employed students should be registered in no more than one course plus thesis or dissertation research.

Class Attendance

Graduate students are subject to the same rules regarding class attendance, the performance of assigned tasks, and course examinations as undergraduate students. Since graduate work presupposes specialization and thorough investigation, students will not be permitted to overload themselves with courses.

Transfer Credits

Graduate credits, earned at an accredited institution in which a student was enrolled in the graduate school, may be transferred and applied to the requirements for the degree. Up to 4 classes may transfer. Credit will not be accepted from an institution at which the student failed to

achieve a B average on all graduate work attempted. All courses designated 500 and above must be classes taken from the University. Only credit that was earned during the seven-year period preceding the date the MFA is granted may be considered for transfer. Evaluation of credits for transfer will not be made until the student has enrolled in the Graduate School of The University of Alabama and completed twelve hours at the University of Alabama. Once the Graduate School has received transcripts from previous graduate programs, the student initiates the request for the evaluation and transfer of credits. The Graduate Director can offer further procedural inform

Graduate Credit

A student must be admitted to the Graduate School and must register as a graduate student in order to receive graduate credit. Approval for graduate registration must be obtained from program advisors prior to registration. No graduate credit may be earned by correspondence study or for experiential learning not conducted under the direct supervision of The University of Alabama.

Graduation Requirements

Grade Point Average (GPA)

Each student must have a cumulative average grade of 3.0 or better for all graduate courses undertaken at The University of Alabama. Grades below "C" are counted in computing scholastic averages, but they do not carry credit toward a degree.

Seventy-five Percent Rule

At least 75 percent of the hours taken must have been completed with grades of "A" or "B" at The University of Alabama.

400-Level Courses

A maximum of 6 semester hours of 400-level course credit may be accepted for a master's degree program, but only if the student receives approval from the department and Graduate School and all other conditions noted in section 4.9 of the Graduate Catalog are met.

Pass/Fail Courses

A maximum of 20 percent of the student's required course credit may be taken on a pass/fail basis; 80 percent must be graded.

Independent Study Courses

It is recommended that no more than 10 percent of overall coursework be composed of independent studies coursework in order to maintain program integrity through graduate course offerings.

Time Limit

All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded.

Application for Graduation

Each candidate for a master's degree must apply for graduation through the Office of the Graduate School no later than the registration period for the semester or the first session of the summer term in which requirements for the degree are to be completed. The Application for Degree is available on the Web and is required for this purpose.

Graduate Student Services

The office of Graduate Student Services is located in the Office of the Dean of Students, 230 Ferguson Center, and can be reached by telephone at (205) 348-6796 or by fax at (205) 348-8326.

Tuition grant, In-and Out-of-State: Included with an assistantship is a full tuition grant (for .50 GTA's) and a 50% tuition grant (for .25 GTA's), including Out-of-state tuition. If you choose to take classes in the summer you will have to pay In-state tuition fees. Out-of-state tuition grants are available based on the student's full-time enrollment during the previous Spring semester or the following Fall.

Fees: You are responsible for the payment of any fees that are not tuition, such as recreation center, health center, lab fees, late registration, etc.

Academic Probation: Any GTA who allows his or her GPA to drop below a 3.0 will be put on probation by the Graduate School. If you are on probation, your teaching assistantship may be re-evaluated by the graduate faculty. Incomplete grades are counted in the GPA as failures, so incompletes can and do bring a student's GPA below a 3.0. The graduate director reviews GPA's every semester, identifies those students whose assistantships are in jeopardy, and assesses the circumstances. Appropriate action ranges from working out a timetable for completion of work to rescinding the assistantship. If your GPA drops below a 3.0 because of incompletes, the Graduate School will notify you that you have two weeks to complete them before being put on probation. Once you are on probation, you must bring your GPA up to 3.0 at the completion of your subsequent 12 hours of coursework. If after 12 more hours your GPA is still under 3.0, you will not be allowed to register for the following semester. The same policy applies for actual grades that pull your GPA below 3.0, except that you are not given two weeks advance notice prior to being put on probation.

Work Schedule: Graduate Students are expected to work approximately forty-hours each week on their own personal research. This is a typical hour obligation for a 9-12 hour course load. If a graduate student is awarded a .25 GTA they are obligated to give their department no more than ten hours per week. As a graduate student advances in the program, the faculty observes performance. Courses may be awarded to those students whose performance is considered outstanding. If a graduate student is awarded a .50 GTA, that student is expected to give the department 20 hours a week. If the graduate student is serving as a professor of record for a studio foundations course or a 200 level media area course, their appointment may require additional time for course preparation but should not exceed 20 hours per week. The Graduate School has adopted a policy that restricts graduate students from holding any outside appointments if they receive a .50 GTA from the university. The department's national accreditation agency states that a student should commit a minimum of 135 hours per three credit hour courses for which they are enrolled.

Teaching Practicum: The department faculty will make every effort to assist GTAs with teaching and are available to discuss various aspects of teaching responsibilities including: course syllabus preparation, pedagogy, teaching/subject resources, classroom teaching strategies, motivation, grading assignments, attendance policies and recommended texts.

Co-teaching/Assisting: The University employs the 18-hour rule for enrolled graduate students that requires that the student complete 18 hours of graduate-level course study in the area in

which they will be teaching. This requirement is in place to keep the University's accreditation standing with the Southern Association of Colleges and Schools. The teacher who has the main responsibility of the course is the professor of record.

FORMS OF SUPPORT

Graduate Teaching Assistantship

Application

Only academically superior students are eligible for teaching assistantships, research assistantships, or the other awards listed; an eligible student must also hold regular or conditional admission to a degree program. Conditionally admitted students whose graduate GPAs fall below 3.0 at any time during their conditional status will not be allowed to hold graduate teaching assistantships until such time as the GPA has increased to 3.0 or better.

Non-degree students or students on academic warning may not hold assistantships.

Students enrolled in degree programs in the Graduate School are also eligible to apply for federally supported financial aid. Further information can be obtained from the Office of Student Financial Aid, 106 Student Services Center, Box 870162, Tuscaloosa, AL 35487-0162; telephone (205) 348-6756.

Teaching Assignments

General Guidelines: During pre-registration advising periods (usually mid-October and mid-March), you will be given a Time Assignment Request sheet. On this sheet will be a place to request specific days and times to teach, a place to list your anticipated schedule of courses, a place for you to list any restrictions that will keep you from teaching or assisting at certain times, and a place to record the name of the person with whom you have assisted teaching.

Teaching assignments are made based on a student's performance, schedule of courses and needs of the department. The completed form improves the possibility that one's schedule of classes works in conjunction with a GTA assignment. Schedule changes and assignments are determined by the departmental chair, graduate Director and studio faculty, all of whom are well informed by the submitted Time Assignment Request sheets.

Workshop for New Graduate Teaching Assistants

Each August, the Graduate School hosts a workshop for all new graduate teaching assistants (GTAs). The program is mandatory for all U.S. and international GTAs. All GTAs who are non-native speakers of English must also successfully complete the International Teaching Assistant Program (ITAP), conducted by the University's English Language Institute, before they will be allowed to teach.

At the Workshop for New GTAs, faculty and staff who have been recognized for their superior teaching provide formal presentations on topics such as syllabus and course preparation, the advantages and disadvantages of the lecture format for college teaching, using multimedia and the Internet in teaching, effective communication by classroom and laboratory instructors, and the effective use of active and collaborative learning techniques in both small and large classes. Experienced GTAs recognized for superior teaching in their respective colleges lead one day of sessions at the workshop. These "Graduate Teaching Fellows" videotape new GTAs who have

each prepared a short presentation. Each GTA receives both written and oral analyses of teaching strengths and areas for improvement. The new GTAs then have the opportunity to analyze videos that show some of the most frequently occurring problems in the classroom. The Fellows conclude the day with the new GTAs by discussing important University policies such as services for students with disabilities, sexual harassment, academic misconduct, academic grievances, and the confidentiality of student records.

Irene Thames Endowed Fine Arts Fellowship Fund.

This fund was established in 1986 to recruit and support graduate students studying ceramics, painting, photography, printmaking, and sculpture. Department faculty makes nominations.

Graduate Council Fellowships

Graduate Council Fellowships: The University of Alabama awards approximately 80-85 non-renewable Graduate Council Fellowships each year. The fellowships carry a stipend of \$15,000 for the academic year and a scholarship to pay full tuition for up to 15 hours for fall and spring semesters in each academic year, according to the basic UA schedule for in-state/out-of-state tuition and fees. The Graduate School will provide single health insurance coverage for each recipient. At least one-half of these fellowships are awarded to beginning graduate students at the University. Academic departments make nominations. Interested students should contact their departments for more information about the nomination process and deadlines.

Graduate Council Research/Creative Activity Fellowships

Graduate Council Research/Creative Activity Fellowships with stipends of \$15,000 per academic year are available to support graduate students in their own thesis/dissertation work or those working on faculty projects. The Graduate School will provide single health insurance coverage for each recipient.

Recipients for the coming academic year are selected once a year, in January. Academic departments make nominations. Interested students should inquire at their department offices.

Students who are awarded Graduate Council Research/Creative Activity Fellowships also receive scholarships equal to their full in-state and out-of-state tuition charges. Normally, 80 to 85 Graduate Council Fellowships (including regular Graduate Council Fellowships and Research/Creative Activity Fellowships) are awarded each year.

Graduate Student Travel and Research Support Fund

These awards are available to all graduate students on a competitive basis and are based on departmental nominations. For more information, students should contact their department offices.

McNair Graduate Fellowship

The University of Alabama Graduate School awards a limited number of McNair Graduate Fellowships. These fellowships are specifically for entering graduate students who have either completed a McNair Scholars program as an undergraduate or who are McNair eligible (low income AND first-generation college student or from minority groups underrepresented in graduate education). Preference is given to students who have completed a McNair program and have applied to a PhD program at The University of Alabama. The service-free stipends for these fellowships are \$15,000 for the academic year and carry a scholarship to pay full tuition for up to 15 hours for fall and spring semesters in each academic year, according to the basic UA schedule

for in-state/out-of-state tuition and fees. The Graduate School provides single health insurance coverage for each recipient. Departments may elect to add a graduate assistantship up to .50 FTE to the first two years of the McNair Graduate Fellowship. A student must be enrolled full-time and maintain a 3.0 cumulative grade point average to remain eligible for the fellowship. Following two years of stipend and tuition support from the Graduate School, the student's home department is required to continue to support the McNair Graduate Fellow for at least an additional two years through departmental research and teaching assistantships. Nominations may be made by the department or by the student (with department support and funding commitment).

Student Financial Aid Graduate Assistantships: Graduate Assistant (GA) positions funded by Student Financial Aid (SFA) are paid through Federal Work-Study funding. Students desiring a GA position must complete the Free Application for Federal Student Aid (FAFSA). Eligibility for the position is contingent upon the student demonstrating need through the application process. For more information, contact Dr. Carl Williams (carl.williams@ua.edu or 205-348-7863).

PROGRAM HISTORY

The Department of Art and Art History has had a studio graduate program in place since the early 1950's. Initially the department offered the MA degree, attracting artists who wanted to pursue both teaching and creating works of art. The MFA program was added to the studio degree offerings in 1972. At its inception, this was a 48-hour program that was later converted to a 60-hour program to meet N.A.S.A.D. accreditation standards. The program has maintained a modest scale, rarely allowing student enrollments to grow beyond fifteen students. This decision to maintain a small population relates to the facilities as well as to the faculty's desire to maintain a side-by-side relationship with the graduate students. For the reason that most of the faculty maintain studios within the studio arts facilities. The primary studio art facilities are situated on Woods Quad. Sculpture and Ceramics are located in the Bureau of Mines building complex. The Sarah Moody Gallery is located in Garland Hall and features a program of changing exhibitions of contemporary art. The gallery is an active collecting institution dedicated to contemporary works on paper and photography. The Sella-Granata Gallery in Woods Hall presents a changing schedule of shows including student work as well as other academically focused exhibitions.

TUSCALOOSA

The University of Alabama is situated on 645 acres beside the Black Warrior River in Tuscaloosa, a city of 93,000, including 32,000 university students. The mountains of north Alabama, the Gulf Coast, the cities of Atlanta, Birmingham, New Orleans, Jackson, Nashville and Memphis are all within four or five hours drive, and the Southern Crescent passenger train runs from New York through Philadelphia, Washington D.C., Atlanta, Tuscaloosa, to New Orleans. The nation's most beautiful beaches can be found on the Alabama Gulf Coast where modest accommodations are still available.

Beautiful lakes surround Tuscaloosa: Nichol, Lurleen, Harris, Lake Tuscaloosa. Wildlife, hiking and camping are features of Tannehill State Park, Talladega National Forest and Lake Lurleen State Park. The terrain of areas in and around Tuscaloosa is dramatic—low lying swamp land of Fosters contrasts with the rocky terrain of Taylorville, Duncanville and Brookwood. There is gentler sloping pastureland to the north and a piedmont terrain to the southeast (which soon becomes the Alabama Black Belt).

Culturally speaking, there are a number of art collections to be seen locally including the Kentucky Museum, the Tuscaloosa Museum of Art (formerly the Warner Westervelt Museum of Early American Art), the Paul R. Jones Gallery of Art, the Ferguson Gallery, The Paul W. Bryant Museum, Moundville Archaeological Park and the Alabama Natural History Museum. Regionally there is the Birmingham Museum of Art, Montgomery Museum of Fine Arts and the Mobile Museum of Art. In addition, the university's Music, Creative Writing, Theater and Dance departments all have active attending programs, presenting symphonies, dance choreography performances, visiting poets and writers. The Department of Art and Art History presents visiting artists and lecturers each year. Together with the changing exhibitions offered by galleries a graduate student will find much stimulation outside the studio.

RESOURCES

Department of Art and Art History Website

www.art.ua.edu

Posts the most up to date calendar of events, exhibitions and news regarding our students, faculty and alumni.

To add exhibitions or department-related events to the website contact Rachel Dobson, Communications Specialist, at rdobson@crimson.ua.edu or 348-1893.

The Loupe

The newsletter of the Department of Art and Art History. Features department events, collections, exhibitions, and the activities of our faculty, students, alumni, and the arts community. Please send your information for *The Loupe* to Rachel Dobson, editor, at rdobson@crimson.ua.edu or 348-1893.

The UA Graduate School

102 Rose Admin, Box 870118, Tuscaloosa, AL 35487
Telephone (205) 348-5921

Visit these websites for current information about Graduate School policies, requirements, and degree programs:

Graduate school website	www.graduate.ua.edu
Graduate catalog	www.graduate.ua.edu/catlog
Electronic application materials	www.graduate.ua.edu/application
Application forms (printable)	www.graduate.ua.edu/application/forms/
Graduate forms for current students	www.graduate.ua.edu/academics/forms/
Graduate assistant guide	www.graduate.ua.edu/publications/ga/

Galleries and Museums

Birmingham Museum of Art	www.artsbma.org/
Ferguson Center Art Gallery	www.ferguson.ua.edu/artgallery.cfm
Sarah Moody Gallery of Art	www.art.ua.edu/site/galleries/sarah-moody-gallery-of-art/
Sella-Granata Art Gallery	www.art.ua.edu/site/galleries/woods-hall-gallery/
UAB Visual Arts Gallery	www.uab.edu/art/vagallery.php

The Tuscaloosa Museum of Art

www.tuscaloosamo.org

Local and State Arts

Alabama Humanities Foundation
Alabama State Council on the Arts
Arts Council of Tuscaloosa
Kentuck Festival

www.ahf.net

www.arts.state.al.us

www.tuscarts.org

www.kentuck.org/festival.html