

Gallery Display
CRN: 20832 - Art 262-3 Units
Thursdays 4:45-5:45 p.m. (Jan. 17-May 9)
Gallery, building 2800

Instructor: Ms. Carol Hegarty
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Office: Juanita Salazar Lowe Art Gallery

Office hours:

Monday 3:30-4:30 p.m.

Wednesday 3:30-4:30 p.m.

Tuesday 4:40-5:40 p.m.

Thursday 5:45-6:45 p.m.

SYLLABUS: SPRING 2013

Students are responsible for knowing and adhering to the information in this syllabus as is the instructor.

Course description:

Theories, techniques and practice of art gallery exhibition including experience in care and preservation of art and seeing an exhibition from beginning to end; methods of locating shows, booking shows, communicating with artists, unpacking and returning exhibitions. Maximum credit nine units. (CSU)

Course Overview: This course covers art exhibits from start to finish providing the student with hands on experience, handling artwork, setting up an exhibit, meeting the public, and taking down exhibits. For those who may be considering a career in a gallery or museum setting, or those thinking about work in exhibition design. Students' lab time is spent manning the Juanita Salazar Lowe Gallery: three hours per week are required.

There are numerous discussions, quizzes, as well as Midterm and Final exams, and three opinion essays. See attendance and grading policies on next page.

Student Learning Outcomes:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Practice proper exhibition techniques through participation in the mounting of an exhibit.
2. Present, discuss and critique work in a coherent manner.
3. Write a descriptive essay on a contemporary artwork.

These Student Learning Outcomes were designed to implement the following institutional learning outcomes.

Institutional Student Learning Outcomes:

Students who complete a degree or certificate at Imperial Valley College will demonstrate competency in these five areas: communication skills, critical thinking skills, personal responsibility, information literacy, and global awareness.

Measurable Course Objectives and Minimum Standards for Grade of "C":

Upon satisfactory completion of the course, students will be able to:

1. Study contemporary artists and their work.
2. Practice the care, upkeep and preservation of art.
3. Analyze methods of educating the public.
4. Perform methods and techniques of three dimensional design in the gallery.

5. Recognize the gallery and/or museum as a career.
6. Perform tasks relating to publicity and public relations.
7. Design and analyze flyers and literature for promotion.
8. Plan and organize an exhibition from beginning to end.
9. Observe contemporary exhibitions and art issues.
10. Interpret the roles of the non-profit Art Gallery in Society.

Required textbook:

Hughes, Philip (2010). *Exhibition Design* Laurence King Publishers.

The IVC bookstore has a rental program - go online at www.rent-a-text.com, register and get an ID, then pick up your book at the bookstore.

Methods of instruction:

Lecture/demonstration; in class critiques and discussion; audio-visual presentations; gallery and museum visitation; guest speakers. Hands on installing and de-installing art exhibitions, gallery sitting, meeting the public, learning about being a curator, and promoting exhibits.

Attendance: Three additional hours each week to be arranged (Gallery Sitting).

Students are responsible for 3 additional hours per week of work in the gallery or on gallery duties. This will usually consist of 'gallery sitting' duties. It may also include helping to install exhibitions, take down exhibitions, help with opening receptions, and cleaning the gallery. Note: Grades are partly assessed on the number of hours worked (3 hours being the required minimum) and not being available to be in the gallery the minimum number of hours will not be an excuse. It is the responsibility of each student to accrue these hours. Students: if you are unable to be reasonably flexible in scheduling your gallery hours then you shouldn't take this class.

I encourage "the buddy system" – please connect with another student and help each other. Contact me if you have questions or need help. Stay in touch.

Voicemail: Be sure to speak slowly and clearly when giving me your phone number in a voicemail as I want to be sure to understand all the numbers so I can call you back. You may also make an appointment to see me.

Sometimes I have trouble getting through to cell phones, and email addresses bounce back. If you don't hear from me quickly, I may have had some problem contacting you, please contact me again!

Grading policy:

Grades are assessed on the following criteria:

Participation in gallery activities (includes minimum of hours "sitting")	60%
Classroom discussion;	10%
Three Exhibition Reviews	10%
Personal response to assigned reading	10%
Final Exam(take home)	10%

Participation: students must be "engaged" in this class in order to earn a good grade.

As a student in this class you are, in effect, a member of the *staff* of the gallery. (It helps to consider it more of a job than a class.) If you are working someplace and you constantly wait to be told what to do then you will be one of the lower paid employees. On the other hand, if you take initiative, look for ways to help, and are supportive of the goals of the workplace, then you will be paid more as you advance. The students who are most involved and willing to help with gallery work will earn the highest grades. Do not wait until you are asked by name to do something. Volunteering for a job earns higher marks.

Exhibition reviews: For successful completion of the class students must attend a minimum of three art exhibitions during the semester. Students should write a short and informal "review" of each exhibit, with attention to the installation of the exhibit, using the guide supplied by the instructor.

Note: Any student with a documented disability who may need educational accommodations should notify the instructor and the Disabled Student Programs and Services (DSP & S) as soon as possible. **DSP & S, Room 2117, Health Sciences Building, 355-6312.**

Examples of preparation necessary for each exhibit at the gallery

- E-mail to the entire campus community announcing the opening
- Request clean up and extra trash cans from maintenance
- Arrange for live or dj music
- Prepare/arrange for food and refreshments
- Arrange for marquee to announce show
- Prepare gallery
 - Repair and paint walls
 - Arrange for clean up on opening day
- Prepare sign in log
- Assign photographers for exhibit opening
- Set up schedule for gallery sitting
- Prep phone message for exhibition
- Put show up on Facebook and college pages
- Prepare poster
- Press release 4 weeks ahead of time
- Arrange show
- Hang show
- Make labels
- Hang labels

Recommended Periodicals:

Juxtaposition Art in America Flash Art Artforum
Artweek New Art Examiner Art News Modern Painters

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