

## FINE 243 | 343: Topics in Fine Arts Experiential Learning

**Supervisor** [Current coordinator](#)

Email: XX

Office: ECH

Voice: XX

Office Hours: by appointment

**Department website:** [www.finearts.uwaterloo.ca](http://www.finearts.uwaterloo.ca)

**Course weight:** 0.25 units

**Course evaluation:** Credit / No Credit basis

### Course Summary

FINE 243|343: *Topics in Fine Arts Experiential Learning* are two courses designed to provide students with opportunities to gain practical experience in a range of Fine Arts related fields. You may take both courses in one term, or separately in individual terms. The Department of Fine Arts has established formal relationships with a variety of regional art institutions and local artists, who have agreed to act as supervisors in the program. See their descriptions and contact information below.

Each course consists of 36 hours of **unpaid** work experience. Students are responsible for making initial contact with the institution or artist of their choice. *Precise duties and scheduling of hours are agreed upon by the institution/artist and the student.* At the beginning of term, each student should thoroughly research the institutions and artists listed in this syllabus, and using the information provided, make specific contacts based on their long term career aspirations and plans.

Please note: for those students pursuing the Fine Arts *Teaching Preparation Specialization*, hours spent working in a *teaching capacity* in these courses can be counted toward the 100 hours of relevant work experience required for that program.

**NOTE:** Students must confirm their internship by asking their supervisor to complete and email the internship work agreement form (*243-343. Spring 2014 work agreement.doc*) to [Current coordinator](#) by **Please see current deadlines in the Fine 243/343 Learn website** See *Deadlines for Students & Supervisors* section below. ***If your internship is not confirmed in email by this date, you must un-enrol from the course.***

### Experiential Learning Documentation

1. At the beginning of the term the student must ask the internship supervisor to complete the work agreement form entitled *243-343.S14 work agreement.doc*. The student and supervisor must agree that the internship can be completed by **Please see current deadlines in the Fine 243/343 Learn website**. After it is filled out the host supervisor will **email** the form in .doc or .pdf format to [Current coordinator](#) This form must be received by [Current coordinator](#) by **Please see current deadlines in the Fine 243/343 Learn website**. See *Deadlines for Students & Supervisors* section below.
2. At the end of the term the student must ask the internship supervisor to complete the *243-343.W13 supervisor report.doc*. This is a report of the student's activities and performance, including a confirmation of the hours worked. The report must be emailed in .doc or .pdf format to [Current coordinator](#) and is due on **Please see current deadlines in the Fine 243/343 Learn website**. See *Deadlines for Students & Supervisors* section below.
3. At the end of the term students must complete a 2-page, double-spaced report that outlines the nature and character of the variety of duties undertaken and completed by the student, as well as a general summary of the quality of experiential learning the internship provided. The supervisor and

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student final reports must be submitted in .doc or .pdf format to [Current coordinator](#) at the very latest on **Please see current deadlines in the Fine 243/343 Learn website**. Failure to submit the student final report by the deadline will result in an FTC grade (Failure To Complete) being submitted. Please ensure that you leave enough time at the end of your work assignment to allow for these reports to be written and submitted by both parties before or on the deadlines. See *Deadlines for Students & Supervisors* section below.

### Deadlines for Students & Supervisors

Here are the deadlines that the internship supervisor and student should be aware of:

- **Usually during the second week of term:** Work agreement forms - from supervisor due at [Current coordinator](#) ► ***If your internship is not confirmed in email by this date, you must un-enrol from the course***
- **Usually during the second week in the term** Last day to drop a course without penalty
- **A few days after the last day of classes:** supervisor and student final reports due at [Current coordinator](#)

### What your student report should include:

Your student report should summarize what duties and responsibilities were assigned to, and completed by you; what you learned by the experience; an assessment of the relevancy of the internship to your Fine Arts education; an indication of the organization, nature and quality of the work environment; any other relevant reflections of your own that you wish to offer. Failure to submit the student report by **Please see current deadlines in the Fine 243/343 Learn website** will result in an FTC grade submission.

### Professional Conduct

The University of Waterloo expects students to behave in a professional and ethical manner that will positively reflect their professional character and the academic standards and values of the University. Unprofessional and/or unethical behaviour will not be tolerated, and we ask that supervisors make us immediately aware of any such incidents.

### Contact Information for Supervisors

- **Canadian Clay and Glass Gallery** <http://www.theclayandglass.ca>: **Sheila McMath**, Director of Education [sheila@canadianclayandglass.ca](mailto:sheila@canadianclayandglass.ca) T: 519.746.1882 x221 .
- **Canadian Clay and Glass Gallery** <http://www.theclayandglass.ca>: **Shelley Crawford**, Director of Development [shelley@canadianclayandglass.ca](mailto:shelley@canadianclayandglass.ca) T: 519.746.1882 x234
- **Please Note** A criminal record check is required (at a cost of \$10.00) if you are working in the educational department. Please consult your CCGG supervisor for details
- **K-W Access Ability** <http://www.kwa.on.ca> **Edward Faruzel**, Executive Director [Efaruzel@kwaccessability.ca](mailto:Efaruzel@kwaccessability.ca) T: 519.885.6640 x201
- **UWAG- University of Waterloo Art Gallery** <http://uwag.uwaterloo.ca/>  
Supervisor: Ivan Jurakic, Director/Curator of UWAG, [ijurakic@uwaterloo.ca](mailto:ijurakic@uwaterloo.ca) the University of Waterloo Art Gallery 519 888-4567 x33575
- **KW|AG - Kitchener Waterloo Art Gallery** <https://www.kwag.ca/>:  
► Supervisor: Mindy Alexander: , School Programs Coordinator [MAlexander@kwag.on.ca](mailto:MAlexander@kwag.on.ca)  
T: 519.579.5860 x219

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Responsibilities include researching artists and themes for School Programs and in-class extension activities for all grade levels, creating examples for studio workshops, shadowing and helping to facilitate tours and studio workshops during in-gallery class visits.

► Supervisor: **Alexandra Krueger**, Public Programs Coordinator [akrueger@kwag.on.ca](mailto:akrueger@kwag.on.ca)  
T: 519.579.5860 x213

Responsibilities include researching, brainstorming, and designing educational art activities that for families, creating examples for family programs, assisting with workshops and special events, and administration assistance and research opportunities as needed.

► Supervisor: **Nicole Neufeld**, Director of Public Programs [nneufeld@kwag.on.ca](mailto:nneufeld@kwag.on.ca) T: 519.579.5860 x214

Responsibilities include researching, brainstorming, and supporting the delivery of adult programs (including lecture series, artist talks, and young professionals' events, etc.) and contributing to the research, brainstorming, and writing of content for audio tours, online material, and exhibition videos.

► Supervisor: **Crystal Mowry**, Senior Curator [cmowry@kwag.on.ca](mailto:cmowry@kwag.on.ca) T: 519-579-5860 x215  
Responsibilities include compiling research for upcoming thematic exhibitions, researching bibliographies and assisting with occasional administrative work.

► Supervisor: **Jennifer Bullock**, Assistant Curator and Registrar [jbullock@kwag.on.ca](mailto:jbullock@kwag.on.ca) T: 519-579-5860 x230

Responsibilities include compiling research on specific works within the Permanent Collection and its exhibition history.

- **Waterloo Community Arts Centre (WCAC)** <http://www.buttonfactoryarts.ca>: **Heather Franklin**, Executive Director [ed@buttonfactoryarts.ca](mailto:ed@buttonfactoryarts.ca) T: 519.886.4577 F: 519.886.4599
- **Cambridge Galleries** <http://www.cambridgegalleries.ca> **Mary Misener**, Director [mmisner@ideaexchange.org](mailto:mmisner@ideaexchange.org) 519.621.0460 x129
- **Gallery Stratford** <http://www.gallerystratford.on.ca> Peg Dunnem, Education Officer [pdunnem@gallerystratford.on.ca](mailto:pdunnem@gallerystratford.on.ca) 519.271.5271 x23
- **Robert Langen Art Gallery**, [http://www.wlu.ca/homepage.php?grp\\_id=12554](http://www.wlu.ca/homepage.php?grp_id=12554) Wilfrid Laurier University Suzanne Luke, Curator [sluke@wlu.ca](mailto:sluke@wlu.ca) 519. 884-0710. ext.3801
- Artist: sculptor **Gareth Lichty** <http://www.garethlichty.com> [gareth@garethlichty.com](mailto:gareth@garethlichty.com) T: 519.500.2846
- Artist: digital media | electronic sound **David Jensenius** - <http://david.jensenius.org> <http://spurse.org> [david@jensenius.org](mailto:david@jensenius.org) [djensenius@wesleyan.edu](mailto:djensenius@wesleyan.edu)

### Important University Dates 2014

<http://quest.uwaterloo.ca/undergraduate/dates.html>

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Student Accounts: <http://www.adm.uwaterloo.ca/infofin/students/stdfees.htm>

<b>Lectures begin:</b>	XX
Last day to add on-campus class:	XX
<b>Last day to drop, no penalty:</b>	XX
Lectures end:	XX

### Employer Information

#### Canadian Clay and Glass Gallery

The Canadian Clay and Glass Gallery is a long-standing site of excellence and a destination for contemporary art for international tourists and regional citizens. We host critically-acclaimed exhibitions that challenge ideas and perceptions of the definitions of art, craft and design today. With an emphasis on Canadian artists, our exhibitions also support international artists. Our Gallery Shop is recognized on its own merits as a fine craft gallery, showing the best of Canadian ceramic and glass work.

A relevant and dynamic cultural organization, the Gallery provides supportive education programs to people from across the Region. Using exhibitions as a starting point, individuals develop arts vocabulary, arts appreciation and cultivate confidence in their interpretation of contemporary artworks. People who return to The Clay & Glass many times come to understand that the Gallery is a space with dynamic exhibitions, ever-changing hands-on programs and multiple opportunities for learning.

#### K-W Access Ability

We are a non-profit information and resource center providing social, recreational, educational programs and services for persons with physical disabilities. Kitchener-Waterloo Access-Ability is a non-profit information and resource center. We are committed to providing an environment that supports self-determination for persons with disabilities, based upon the principles of choice, equality, co-operation and mutual respect.

We believe in:

1. The fundamental rights of all people regardless of physical ability.
2. The active involvement and full participation of persons with physical disabilities in any efforts on their behalf.
3. The equality of all people.

Our goals are:

1. To provide a continuum of services and programs which foster personal growth.
2. To be responsible to the needs of individuals and the community as a whole.

The Centre works through the involvement of everyone as equal participants in the pursuit of a common objective:

"A Community of Equal Access and Equal Opportunity".

We offer assistance in the following areas:

- Information and Resource services
- Advocacy
- Employment Support
- Mentoring
- Recreation

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- Computer Access and Empowerment
- Networking

### **UWAG- University of Waterloo Art Gallery**

The University of Waterloo Art Gallery (UWAG) provides students, staff and faculty with the opportunity to experience innovative exhibitions and curatorial practices first-hand. The gallery programs contemporary exhibitions by significant Canadian and international artists working in multidisciplinary media. UWAG also provides a professional context for exhibitions by students completing their undergraduate and graduate level programs in Fine Arts. The gallery maintains and manages a permanent collection, and partners with faculty and like-minded cultural organizations in the Waterloo region to facilitate meaningful collaborations that contribute to cultural life both on campus and in the community.

### **Kitchener Waterloo Art Gallery**

Through thoughtful and engaging programs the Kitchener-Waterloo Art Gallery (KW|AG) connects people and ideas through art. The Gallery's exhibitions and programs are built on the mission that art is the catalyst for shared experience, dialogue and imagination. The Gallery emphasizes contemporary art, often premiering works by Canadian and international artists. Exhibitions frequently draw upon selections from the 4 000-work permanent collection to provide a forum for dialogue. KW|AG plays a vital educational role in the community, offering a full spectrum of artistic experience for adults, children and families alike. Established in 1956 and operating within Centre In The Square, KW|AG is the oldest and largest public gallery in Waterloo Region: roots in the community, eyes on the world.

### **Waterloo Community Arts Centre**

The WCAC is a not-for-profit, volunteer-run, charitable organization. It exists to promote all forms of art programs in the community including: performances, classes, workshops, special events and art exhibitions. The WCAC offers programs for children, youth, adults and seniors of all artistic disciplines and level of achievement from amateur to professional at affordable costs.

### **Cambridge Galleries**

Cambridge Galleries operate within the Cambridge Public Library with exhibition spaces at Queen's Square (Galt), Preston and Design at Riverside (Galt) within the University of Waterloo School of Architecture. Together, Cambridge Galleries hosts over 20 exhibitions per year reflecting a wide range of media and viewpoints. Cambridge Galleries present regional, provincial, national and internationally recognized artists and developments in contemporary visual art.

An extensive program of art education is offered at four Cambridge Library locations, including studio art courses for children, teenagers and adults. Our Printmaking Studio provides opportunities to develop skills in the print medium. Cineseries is an ongoing program of alternative film, organized in conjunction with the Film Circuit of the Toronto International Film Festival. Lectures, concerts and bus trips are offered throughout the year.

### **Gallery Stratford**

Gallery Stratford is located in the city's historic former pump house, just a five minute stroll from Stratford's Festival Theatre. You will find three galleries and studio space, plus the Gallery Shop – all surrounded by picturesque parkland complete with outdoor sculptures, which you can explore with a network of pathways. Believing that art has the power to enhance the quality of life for learners of all ages and skill levels, Gallery Stratford provides a safe and nurturing environment in which to create and explore.

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**The Robert Langen Art Gallery (RLAG)** has played a vital role at Wilfrid Laurier University since its opening in 1989. As the University's visual arts centre, the Gallery exists to provide knowledge, stewardship, appreciation and enjoyment of Canadian art and culture to members of the Laurier community and to the community at large. To achieve this goal the RLAG offers annual programming that reflects and compliments concepts and theories in the university's academic curriculum and also integrates community outreach initiatives as related to the visual arts. Working with the WLU academic community and community partners the gallery develops exhibitions, artist lectures and arts related events which meets the needs of each academic year.

**Gareth Lichty** <http://garethlichty.com/>

Gareth Lichty studied Fine Arts at York University in Toronto and Sculpture at Leeds University in England. He has exhibited internationally and nationally with exhibitions in Europe, New Zealand and Canada. Lichty has been a Director and the Chair of Programming for CAFKA (Contemporary Art Forum, Kitchener and Area) since 2005. He has received grants from the Canada Council for the Arts and the Ontario Arts Council. Lichty lives and works in Kitchener, Ontario and is represented by Peak Gallery, Toronto.

**David Jensenius** <http://david.jensenius.org/>

David Jensenius is a composer based out of Brooklyn, New York and Kitchener, ON. He is interested in translational musics, sound derived from real or artificial environments. He earned an MA in music composition from Wesleyan University studying with Anthony Braxton, Neely Bruce, Alvin Lucier, and Ron Kuivila. In addition to his individual practice, David is a member of the artist collective spurse and part of the improvisational duo Polish Club.

► Please email [Current coordinator](#) if you require further information regarding FINE 243/343.

### FINE ARTS STATEMENTS AND LINKS

#### FINE ARTS AND PLAGIARISM AND COPYRIGHT

The offence of plagiarism as defined by Policy 71 (Student Discipline) includes visual and aural plagiarism of works of art (drawings, photographs, graphics, video, sound, ideas, etc. conceived/made by other artists). The rules of conduct that apply to text-based work at the University of Waterloo also apply to work completed for studio-based assignments and research. There are two issues to consider with visual and aural plagiarism: ethics, i.e. expectations related to academic integrity as outlined in Policy 71; and copyright infringement, for which you could also be legally liable. Plagiarism and copyright infringement occur when you create an artwork that is substantially similar to the original source. For example, making a drawing in pencil based on a photograph that you find in a magazine may constitute plagiarism and be an infringement of copyright.

Please take note of the following points:

- All work submitted for evaluation must be your own. If the submitted work is determined not to be your own, the Academic Discipline Procedure of Policy 71 will be invoked.
- If you use any visual or aural material, such as images from the internet, magazines, books, websites of other artists, or from any source that can be cited, you must acknowledge/cite those references. Failure to do so will be deemed a violation of academic integrity and possibly an infringement of copyright and the Academic Discipline Procedure of Policy 71 will be invoked.
- If you are using visual or aural material that you have not made yourself, **you must make an appointment with your instructor/s to discuss the ramifications of using 'found' or 'appropriated' material.**
- Any original images used as the basis for any work you create – whether manipulated digitally or manually, or otherwise incorporated or appropriated for your work – must be properly cited, and must accompany your final work at the time of submission or evaluation.

#### A NOTE ON COPYRIGHT FREE AND CREATIVE COMMONS:

Resources are available in the public domain that are identified as copyright free or that fall under licenses from Creative Commons. Public domain is a term used for works that are not protected by copyright law. If an image is in the public domain then you are allowed to use it—to copy it, to manipulate it and to distribute it. Works identified as Creative Commons allow varying degrees of use. In this case, the authors decide how you can use their images.

#### HELPFUL LINKS:

1. CARFAC (Canadian Artists Representation / Le front des artistes canadiens) <http://www.carfac.ca>
  2. Wikimedia Commons and Flickr have databases of digital files that are available for use. However, you need to check the conditions of use as they vary: [http://commons.wikimedia.org/wiki/Main\\_Page](http://commons.wikimedia.org/wiki/Main_Page); <http://www.flickr.com/creativecommons/>
  3. The Copyright Act in Canada was recently amended to reflect the current digital landscape. To find out more about the "Copyright Modernization Act", check out: <http://balancedcopyright.gc.ca/eic/site/crp-prda.nsf/eng/home>
  4. The following is a conversation that occurred on the US-based site, Copyright Advisory Network. It answers some of the basics related to US Copyright, images and fair use: <http://librarycopyright.net/forum/view/1456>
  5. The following document defines works in the public domain for United States as of January 1, 2013: <http://copyright.cornell.edu/resources/docs/copyrightterm.pdf>
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### UNIVERSITY STATEMENTS AND LINKS

#### ACADEMIC INTEGRITY

In order to maintain a culture of academic integrity, members of the University of the Waterloo community are expected to promote honesty, trust, fairness, respect and responsibility. See the [UWaterloo Academic Integrity Webpage \(https://uwaterloo.ca/academic-integrity/\)](https://uwaterloo.ca/academic-integrity/) and the [Arts Academic Integrity Office Webpage \(http://arts.uwaterloo.ca/current-undergraduates/academic-responsibility\)](http://arts.uwaterloo.ca/current-undergraduates/academic-responsibility) for more information.

#### GRIEVANCE

A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read [Policy 70, Student Petitions and Grievances, Section 4 \(https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70\)](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70). When in doubt please be certain to contact the department's administrative assistant who will provide further assistance.

#### DISCIPLINE

A student is expected to know what constitutes academic integrity to avoid committing academic offenses and to take responsibility for his/her actions. A student who is unsure whether an action constitutes an offense, or who needs help in learning how to avoid offenses (e.g., plagiarism, cheating) or about "rules" for group work/collaboration should seek guidance from the course professor, academic advisor, or the undergraduate associate dean. For information on categories of offenses and types of penalties, students should refer to [Policy 71, Student Discipline \(http://www.adm.uwaterloo.ca/infosec/Policies/policy71.htm\)](http://www.adm.uwaterloo.ca/infosec/Policies/policy71.htm). For typical penalties check [Guidelines for the Assessment of Penalties \(http://www.adm.uwaterloo.ca/infosec/guidelines/penaltyguidelines.htm\)](http://www.adm.uwaterloo.ca/infosec/guidelines/penaltyguidelines.htm).

#### APPEALS

A decision made or penalty imposed under Policy 70, Student Petitions and Grievances (other than a petition) or Policy 71, Student Discipline may be appealed if there is a ground. A student who believes he/she has a ground for an appeal should refer to [Policy 72, Student Appeals \(http://www.adm.uwaterloo.ca/infosec/Policies/policy72.htm\)](http://www.adm.uwaterloo.ca/infosec/Policies/policy72.htm).

#### NOTE FOR STUDENTS WITH DISABILITIES

The Office for Persons with Disabilities (OPD), located in Needles Hall, Room 1132, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with the OPD at the beginning of each academic term.