

## **COURSE INFORMATION**

### **Spring 2020: DRAW 2308 ADVANCED DRAWING 1: LIFE DRAWING**

Monday/Wednesday- CRN 21246 8:30-11:20 am-Room 218 PRO

## **INSTRUCTOR CONTACT INFORMATION**

Instructor: Manuel Guerra

Office: Fox Fine Arts Building (FOXA) Room 260A

Office Hours: MW 2:30 -3:00 pm & TR 12:00 -1:00 pm.

Email your questions and concerns and I will respond to as soon as possible.

Office phone: 915-747-7965

E-mail address: [gmanuel@utep.edu](mailto:gmanuel@utep.edu)

## **INSTRUCTOR INTRODUCTION**

Manuel Guerra is your instructor for this course. He holds three degrees including an Associate of Arts degree from El Paso Community College, a B.F.A degree from the University of Texas- El Paso and an M.F.A from the State University of New York-Albany. As a studio artist, his work has been shown throughout the United States, Mexico, and Europe. His drawings and prints are included mutually in museums and private collections.

## **COURSE DESCRIPTION**

Advanced Drawing 1: Life Drawing is a studio-based course that introduces students to drawing the human figure. Coursework will include direct observation and subsequent drawings from the model, with emphasis on achieving correct form and proportions. Other figurative subjects (students, mannequins, skeletons, etc.) will also be used as reference for drawings. Types of drawings to be done in class will include gestures, short studies, and prolonged drawings. Students will explore various media to create their drawings. The time devoted to the practice of drawing will also allow the student to develop and refine the drawing skills introduced in Basic Drawing I and II. Power points featuring figurative artworks that relate to coursework will be given throughout the session. Critical assessment of drawings will be offered through individual instruction, small group critiques, peer critiques, and/or class critiques. Students will be expected to draw with concentration and commitment during class time and complete some out of class assignments.

Please note: although we make every effort to schedule a live model for most class sessions, there may be class days when no model is available. In those instances, other figurative source material may be used as subject matter. The

instructor reserves the right to modify any aspect of the course syllabus or content. Any modifications will be communicated to students in advance.

**Please note that if COVID-19 conditions deteriorate in the City of El Paso, all course and lab activities may be transitioned to remote delivery only.**

Our Life Drawing class is currently classified as face to face. Based on social distancing requirements, no more than 10 people are allowed to meet in room 218 PRO. To that end, half of the students enrolled in this class will attend on Mondays and the other half on Wednesdays. It is extremely important that you organize and discipline your creative, technical, and supply organization to best prepare for effective use of on-campus class time.

**COVID-19 Accommodations:** Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. If you are not permitted on campus, you should contact me as soon as possible so we can arrange necessary and appropriate accommodations.

**COVID-19 Precautions:** You must **STAY AT HOME** and REPORT if you (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at **screening.utep.edu**. If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to [COVIDaction@utep.edu](mailto:COVIDaction@utep.edu).

For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (**screening.utep.edu**) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible. Students are advised to minimize the number of encounters with others to avoid infection.

Wear face coverings at all times when on campus. You must wear a face covering over your nose and mouth at all times in this class. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 Health and Safety and Section 1.2.2.5 Disruptions in the UTEP Handbook of Operating Procedures.

Safety protocols being taken in our classroom are posted in the Life Drawing classroom and on Blackboard. They include but are not limited to the following:

**Protocol:**

Enter Prospect Hall at an entry that will give the most direct route to PRO 218. Do not wander through the building or congregate in the hallways or outside of the classroom.

- Class attendance will be split so that half of the students will attend on Mondays and the other half of students will attend on Wednesdays.
- Students and Instructors are the only individuals permitted in the classroom.

**Absolutely no visitors.**

**Prior to class start:**

- Instructor will wear mask at all times.
- Instructor will sign-in on Studio Sign-In-Out Sheet.
- Instructor will wash hands.
- Instructor will wipe down lecture/ presentation/ demonstration surfaces with CDC approved bleach solution.
- Instructor will unlock and open double doors.
- Students will wear masks on campus at all times.
- Students upon studio entry will wash/disinfect hands.
- Students will wipe down all surfaces (drawing horses, easels, stools, taborets, sink and any shared class supplies) with CDC approved bleach solution
  - One by one retrieve in-progress work, personal tools and supplies and proceed to individually social distanced workspace.

**Class Operation:**

- Maintain 6+ foot social distancing throughout the class period both while at drawing horses, easels, taborets, sinks, etc, and when moving around the studio.
  - Sink access will be monitored for single use only and cleaned with CDC approved bleach solution at the beginning and end of each class.
  - Demonstrations will be provided with small groups and social distancing maintained and/or digital projections in class and/or on Blackboard. No close quarter demonstrations will be used.
  - Any shared materials will be cleaned with CDC approved bleach solution after use.
  - Unforeseen contact points will be monitored and added to protocol list as needed for cleaning.

**After Class:**

- Students will wipe down all surfaces (drawing horses, easels, taborets, stools, sink and any shared class supplies) with CDC approved bleach solution.
- Students will wash hands.

- Students will sign-out on Studio Sign-In-Out Sheet.
- Instructor will lock studio.

### **COURSE PRE-REQUISITE INFORMATION**

The prerequisites for Life Drawing I are ARTF 1301 Basic Design I and ARTF 1302 Basic Drawing I or instructor approval. Students who haven't completed ARTF 1304 Basic Drawing II should take it concurrently with this course.

### **COURSE GOALS & OBJECTIVES**

The goals and objectives for students in Advanced Drawing 1 include:

- Gain competency in achieving correct form and proportions of the human figure
- Development of the aesthetic aspect of their drawings
- Gain exposure to art historical precedents and contemporary artists dealing with the figure
- Further development of the ability to think and speak critically about artworks
- Continued development and practice of the work ethic and commitment necessary to achieve the course goals and objectives

### **COURSE OUTCOMES**

Students who successfully complete this course:

- Will be able to render the form of the human body through the effective Use of contour line, value, proportion and foreshortening
- Will have a greater understanding of figurative art, both historical and contemporary
- Will show an awareness of the aesthetic aspect of figure drawing through creative use of the visual art elements in their drawings
- Will have the ability to critically assess their own and other's work

### **COURSE REQUIREMENTS**

Student work will be reviewed throughout the course of the semester. Any collection of work will be announced in advance.

Students are expected to have a strong work ethic, participate in class critiques/discussions, complete assignments on time, and become familiar with the language & terms applicable to the techniques of drawing.

## COURSE EVALUATION

- Completion of assignments on time while demonstrating a comprehension & application of techniques presented in the course
- Participation during critiques, discussions & attendance
- Work ethic & professional commitment
- Progress & growth during the course of the semester

## COURSE POLICIES

- **Attendance:** The majority of work for the course will take place during the scheduled class meeting. Therefore, **attendance is critical to class performance**. You are expected to arrive on time and work through the entire class period. Attendance will be taken at each class meeting. **All students will be allowed two (2) absences, excused or unexcused.** Students who have three (3) absences before midterm must provide a medical excuse or they will be dropped. A total of three (3) absences will lower the final grade a full letter grade. **Students will be dropped from the course on the fourth absence. Students with excessive absences and/or problems with arriving to class on time should consider dropping this course and retaking it at a time when the student can commit the proper attention to the course. Students whose attendance and work are considered below average may be withdrawn from the class by the instructor.** Extenuating circumstance such as incapacitating illness, military service, accident, or death in the immediate family should be supported by satisfactory documentation and will be dealt with on an individual basis. Grades will be lowered by excessive absences and/or tardiness: 3 absences = one grade lower (ex. A to B), each tardy = 1/2 absence. **Remember that your success is very, very important to me but ultimately you are adults and your success in this class, and in life, is completely in your hands. If you have questions or need help it is your responsibility to see me during office hours.**

### **BLACKBOARD**

Blackboard will be the 2nd method of communication. Blackboard is a most important assistant and reference to, but not a substitute for, Face to Face / Alternating Class Days.

**NO TEXTING! NO SOCIAL MEDIA! Please SILENT your cell phones before entering class. If, because of an emergency situation, you must have your phone on, inform**

the instructor, put the phone on vibrate and sit near an exit. Quietly exit the class to answer the emergency call.

**Music is not allowed during any instruction, lecture, or during critique.** Students may listen to music at a low volume with headphones during any other class time as long as it does not disturb other students. **I recommend setting a playlist or shuffle your songs.**

**Incompletes, Withdrawals, Pass/Fail:** Incompletes or "I" grades will be considered for students completing satisfactory or better work and having serious legitimate situations beyond their control requiring additional time to complete the course requirements. All "I" grades are at the discretion of the instructor and the approval of the Department chair. **Withdrawals must be completed on or before the final date to drop a course with a "W". Students missing this deadline will be issued a grade of an "F" for the semester.**

#### Course Polices Regarding Working From the Nude Model:

- **Absolutely no visitors are allowed during class time.**
- **No photographs may be taken of the model during class. This includes photos taken on cell phone cameras. Students caught taking photographs of the model without the model's permission will be dropped from the class.**
- **No comments about the model or directed to the model are allowed while the model is posing.**
- **Students must keep a respectable distance from the model while the model is posing.**
- **Please direct any complaints or concerns about the model's behavior to the instructor.**

## **MATERIALS & PERSONAL EQUIPMENT**

**Materials:** A list of specific required materials is available from the instructor. Materials should be brought to each appropriate class session. **Class time is not to be used to buy materials.**

Supplies may be available at: The Art center, UTEP Bookstore, Hobby Lobby, Michaels, Office Depot, Office Max, etc. Additional materials may be required for specific assignments.

Portfolio

500 sheet ream- Newsprint 18 x 24

(2x) 18" x 24" drawing paper pad **(Student may need more)**

Quality drawing paper 22"x 30" Stonehenge, Lenox 100, Canson Mi Tientes (colored paper), roll of Kraft paper and Student Grade watercolor paper **(advance notification-student may need more than 6 sheets)**

Spray Fixative (optional)

Various lead pencils, Char-Kole, Vine, Willow and Compressed charcoal, charcoal pencils, Kneaded and plastic erasers

Sharpie markers (black and color) various tips

Alphacolors, color crayons, color pencils, watercolor pencils, soft pastels

Small bottle of black India ink

Acrylic paint (black, white, sienna brown)  
Flat/Round brushes-variety

Containers to mix ink/paint washes

Masking tape or clips to hold paper to drawing boards

1" role of Blue Painters Tape or Regular Masking Tape

**In case of an emergency call the Campus Police at 747-5611 or dial 911**

## **Covid- 19 Health and Safety**

### **• When Faculty, Staff and Students are Required to Stay Home**

All faculty, staff and students are required to STAY HOME if they:

- (1) test positive COVID-19,
- (2) are experiencing symptoms related to COVID-19, or
- (3) were exposed to any individual who tested positive for COVID-19 within the last two weeks.

The CDC defines an "exposed person" as anyone who has had close contact (less than 6 feet for 15 minutes or more) with someone who has tested positive for COVID-19. The close contact with a COVID-19 positive individual must also have occurred within a specific window: 2 days before the COVID-19 positive individual's first positive test and until that same individual meets the criteria for discontinuing home isolation.

### **• When Faculty, Staff and Students Must Self-Report**

All faculty, staff and students must REPORT if they:

- (1) test positive COVID-19,
- (2) are experiencing symptoms related to COVID-19, or
- (3) were exposed to any individual who tested positive for COVID-19 within the last two weeks.

The CDC defines an "exposed person" as anyone who has had close contact (less than 6 feet for 15 minutes or more) with someone who has tested positive for COVID-19. The close contact with a COVID-19 positive individual must also have occurred within a specific window: 2 days before the COVID-19 positive individual's first positive test and until that same individual meets the criteria for discontinuing home isolation.

### **• How to Self-Report**

To make sure reports are tracked accurately, self-reports must be made to [screening.utep.edu](https://screening.utep.edu). Self-reporting will allow the University to provide guidance on how to prevent exposure to others, and provide the criteria and procedures required for returning to campus when appropriate. Information will be



safeguarded and used only for supporting you and determining exposure of other faculty, staff and students.

- **What Faculty, Staff and Students Must Do Before Coming to Campus**

The web link, [screening.utep.edu](https://screening.utep.edu), which can be saved to a home screen on Apple or Android devices, includes daily screening questions. All faculty, staff and students will use this link each day before coming to the UTEP campus. Upon completion of the daily screening questions, the page will tell them whether they are clear to proceed to campus or not. Using this tool will automatically send an email to your supervisor letting them know that you are or are not coming to work. If you report COVID-19 symptoms, the system also automatically reports to UTEP Environment, Health & Safety who will reach out to you directly with further instructions. Faculty, staff and student should comply with these instructions and any subsequent guidance that may be provided by Environmental Health & Safety (EH&S), Human Resources, the Dean of Students, or other university officials.

- **What to do when on Campus**

**Each of us helps to build our collective commitment to use best health practices all the time.**

Getting the basics right is the most important thing each of us can do to protect ourselves and each other. It is everyone's responsibility to help keep our campus safe by following best practices when on campus, especially faculty, staff, and student leaders who are important role models. All faculty, staff, and students are required to

- Wear face coverings when in common areas of campus or when others are present,
- Maintain a minimum separation of six (6) feet between yourself and others, when possible, and arrange spaces to make this possible in almost all circumstances,
- Adhere to room/space limitations on number of occupants, and • Wash hands frequently.

- **Syllabus Statement Regarding COVID-19 Accommodations:** Students who use the screening application to report a positive COVID test, exposure or symptoms will not be allowed on campus and may need accommodations. If this occurs, you should contact your instructor as soon as possible so necessary accommodations can be made. If necessary please contact the Dean of Students' Office and the Center for Accommodation and Support Services (CASS), to help provide reasonable accommodations.

- **Compliance**

Because everyone's cooperation is needed to help prevent the spread of disease, repeated refusal to comply with this policy will be referred to the

appropriate University official (Provost for faculty, Human Resources for staff, and Dean of Students for students) and may result in disciplinary action.

- **Student Responsibilities**

- Wear a mask at all times.
- Maintain 6 feet of separation at all times, including when conferencing with other students.
- Follow signage indicating specific entry and exit doors and pathways.
- Do not cluster in groups and keep hallways open.
- Wash hands and/or apply hand sanitizer prior to entering classroom and after leaving a classroom. Do not touch your face until you can wash hands.
- Use an alcohol wipe, provided outside of classrooms, to sanitize the area where you will be sitting.
- Follow faculty protocols for leaving and re-entering the classroom during the lecture.

- **Syllabus Statement Regarding COVID-19 Accommodations:** Students who are considered high risk according to CDC guidelines and/or those who live with individuals who are considered high risk may contact CASS to discuss temporary accommodations for on-campus courses and activities.

## **University Policies**

**Cheating/Plagiarism:** Cheating is unethical and not acceptable. Plagiarism is using information or original wording in a paper without giving credit to the source of that information or wording: it is also not acceptable. Do not submit work under your name that you did not do yourself. You may not submit work for this class that you did for another class. If you are found to be cheating or plagiarizing, you will be subject to disciplinary action, per UTEP catalog policy. Refer to <http://www.utep.edu/dos/acadintg.htm> for further information.

**Disabilities:** I will make any reasonable accommodations for students with limitations due to disabilities, including learning disabilities. Please see me personally before or after class in the first two weeks or make an appointment, to discuss any special needs you might have. If you have a documented disability and require specific accommodations, you will need to contact the Disabled Student Services Office in the East Union Bldg., Room 106 within the first two weeks of classes. The Disabled Student Services Office can also be reached in the following ways:

Web: <http://www.utep.edu/dsso>  
Phone: (915) 747-5148 voice or TTY  
Fax: (915) 747-8712  
E-Mail: [dss@utep.edu](mailto:dss@utep.edu)

## ACCOMODATIONS POLICY

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at [cass@utep.edu](mailto:cass@utep.edu), or apply for accommodations online via the CASS portal (<https://www.utep.edu/student-affairs/cass/>).

## TECHNOLOGY REQUIREMENTS

If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Check the following link for more information about Microsoft Office 365 and follow the instructions ( [https://www.utep.edu/technologysupport/ServiceCatalog/SOFTWARE\\_PAGES/oft\\_microsoftoffice365.html](https://www.utep.edu/technologysupport/ServiceCatalog/SOFTWARE_PAGES/oft_microsoftoffice365.html) )

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP Help Desk ( <https://www.utep.edu/technologysupport/> ) as they are trained specifically in assisting with technological needs of students.

**RESOURCES:** UTEP provides a variety of student services and support:

### Technology Resources

- \_Help Desk ( <https://www.utep.edu/technologysupport/> ): Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus.

### Academic Resources

- \_UTEP Library (<https://www.utep.edu/library/>): Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.
- \_University Writing Center (UWC): Submit papers here for assistance with writing style and formatting, ask a tutor for help and explore other writing resources.
- \_Math Tutoring Center (MaRCS): Ask a tutor for help and explore other available math resources.
- \_History Tutoring Center (HTC): Receive assistance with writing history papers, get help from a tutor and explore other history resources.

## **DRAW 2308 / SPRING 2021 / Course Calendar**

### **Class Times: Mondays and Wednesdays 8:30 am - 11:20 pm**

Course schedule is subject to change. Class days are devoted to studio work, slide lectures, and/or demos unless noted otherwise. Due dates for specific assigned work or works in progress and additional critiques may be added to the calendar.

**With our Face to Face designation and class size limitation, half the class will come in on Mondays and the other half of the class on Wednesdays. Students missing their assigned class, as set in course calendar, may not attend the other course schedule to make up for their absence.**

### **IMPORTANT DATES:**

**Jan 18<sup>th</sup>** Dr. Martin Luther King, Jr. Holiday – University Closed

**Jan 19<sup>th</sup>** Spring classes begin

**Jan 19<sup>th</sup>–22<sup>nd</sup>** Late Registration (Fees are incurred)

**Feb 3<sup>rd</sup>** Spring Census Day

Note: This is the last day to register for classes. If payment is not received by this day, students will be dropped.

**Feb 15<sup>th</sup>** 20<sup>th</sup> Class Day

Note: Students who were given a payment deadline extension will be dropped at 5:00 pm if payment arrangements have not been made.

<b>Feb 19<sup>th</sup></b>	Graduation application deadline for degree conferral
<b>Mar 21<sup>st</sup></b>	Midterm Spring 2021 Grades Due
<b>Mar 15-19<sup>th</sup></b>	Spring Break
<b>Mar 26<sup>th</sup></b>	Cesar Chavez Holiday – no classes
<b>Apr 1<sup>st</sup></b>	Spring Drop/Withdrawal Deadline
	Note: Student-initiated drops are permitted after this date, but the student is not guaranteed a grade of W. The faculty member of record will issue a grade of either W or F.
<b>Apr 2<sup>nd</sup></b>	Spring Study Day
<b>Apr 16<sup>th</sup></b>	Deadline to submit candidates' names for degree conferral
<b>May 6<sup>th</sup></b>	Spring – Last day of classes
<b>May 7<sup>th</sup></b>	Dead day
<b>May 10-14<sup>th</sup></b>	Spring Final Exams
<b>May 15-16<sup>th</sup></b>	Spring Commencement
<b>May 19<sup>th</sup></b>	Grades are Due
<b>May 20<sup>th</sup></b>	Grades are posted to student records; students are notified of grades and academic standing

### **Syllabus acknowledgement and course acceptance**

### **Draw 2308/ Life Drawing • CRN 21091 • Spring 2021**

**I have received and reviewed the attached syllabus for this course. I have had the opportunity to ask questions for clarification and I understand and agree to the conditions of this syllabus.**

