

Bard College

Studio Arts

Student

Handbook

Spring 2020

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THE STUDIO ARTS Program at Bard College is available to both the student who wishes to major and moderate into the program as well as the student who wishes to experience the visual arts and apply this to other disciplines. Moderated studio arts majors are eligible for the final curricular component of the Studio Arts Program, which consists of Level III studio classes. The content of each studio class and the degree of structure are up to the individual instructor.

Bachelor's Degree Requirements

Candidates for a bachelor of arts degree from Bard must meet the following requirements:

1. Completion, by entering first-year students, of the August Language and Thinking Program. Students failing to complete the program will be placed on leave and invited to repeat the program the following August.
2. Completion, by entering first-year students, of the two-semester First-Year Seminar. A student who enters in the second semester of the first year must complete that semester of the course. A student who transfers into the College as a sophomore or junior is exempt from the course.
3. Completion, by entering first-year students, of the January Citizen Science program. A student who transfers into the College after the second semester of the first year is exempt from the program.
4. Promotion to the Upper College through Moderation.
5. Completion of the requirements of the Studio Arts Program
 - Two Art History Courses *must include Contemporary Art (Post 1945)
 - Complete four studio courses
 - Complete Senior Seminar
6. Completion of the courses necessary to satisfy the distribution requirements
7. Semester hours of academic credit: 128 (160 for students in five-year, dual-degree programs)

At least 64 credits must be earned at the Annandale-on-Hudson campus of Bard College; for transfer students these 64 credits may include approved study at another institution or within the Bard network. At least 40 credits must be outside the major division; First-Year Seminar counts for 8 of the 40 credits.

8. Enrollment as full-time students for not less than two years at the Annandale-on-Hudson campus of Bard College or at a program directly run by Bard College

9. Completion of an acceptable Senior Project

A student who fulfills the above Bard College requirements also fulfills the requirements of the Board of Regents of the University of the State of New York and of the New York State Education Department

A Double major involves two separate moderations and two separate senior projects. These cannot take place in the same semester and must be approved by both programs. **Joint Major** is a combined project which requires a written proposal with faculty approval from both programs. The student must submit a joint major proposal to the executive committee before the start of their senior year.

MODERATION

In Sophomore year you are asked to present a body of your work to a group of three faculty members to clarify your strengths and weaknesses, and to discuss your goals for the rest of your Bard career.

Students must moderate by the end of their sophomore year and choose a studio art professor to act as your advisor prior to moderation.

Moderation Pre Requisites:

1. Complete 40 Credits
2. Complete 4 Studio Art courses (must include Drawing I)
3. Complete 1 Art History Course

MODERATION BOARDS

Moderation boards will take place the week of March 16th. The week prior the students will present a substantial body of work which may include: paintings, sculpture, prints, photos, video, or other media.

Students must arrange a meeting with their advisor to review the work they will display in their presentation. This work should demonstrate progression within the program.

Students should be able to discuss the formal qualities of the work in terms of materials, value, scale, color, technique, and content. They should also have an understanding of related contemporary or historical artists' work.

At the end of the meeting faculty will meet privately to discuss the works and will then inform the students as to whether they have passed, will be deferred, or have failed.

If deferred the student may be given recommendations for courses to take and additional work to be completed and will have the opportunity to re-moderate.

MODERATION PAPER GUIDELINES

1. An evaluation of your work to date: Write 1-3 pages on your strengths and weaknesses, how your work has evolved since coming to Bard and which courses you have completed
2. Plans for the future: Write 1-3 pages on your future at Bard. Forecast which courses you may take within Studio Arts and how your art may evolve, any ideas you have for your senior project, how you might spend your summers and winter break.
3. A critical analysis of one work of art of your own selection. Write three pages on a work you have seen in person at a gallery or museum. Address the formal or historical concerns of the work, why it is of importance, and what relevance it has to your own work. Do not write on art works from reproductions in a book, slide or online, or on undergraduate students works.

Be sure to meet with your advisor well in advance of the due date with drafts of your papers in order to have ample time for revisions.

Papers are due to Registrar's Office by March 13, 2020 at 5:00 pm.

You must also provide your moderation board with copies of your papers. Papers will not be accepted past this deadline. If you attempt to turn in your paper at your board it will be an automatic deferral.

SENIORS

SENIOR SEMINAR

Senior Seminar is a component of the Senior Project and as such is required for all studio art majors who plan to graduate in the Studio Arts Program. This seminar combined with senior project is 8 credits. Although the forum of the seminar will change semester to semester the purpose of senior seminar is for the exchange of views and ideas among the studio arts senior students.

SENIOR PROJECT

In your senior year as a studio art major you will begin your senior project. This is to be the culmination of your four years of study at Bard College. As a studio art major your project will culminate in a major exhibition. You will work closely with your project advisor, having weekly meetings to discuss the progression of your work.

SENIOR PROJECT ADVISOR

Senior Project advisers are chosen in your Senior I semester. Each Senior I is given three choices of who they would like their project advisor to be. Based on each faculty's current list of advisees, a faculty decision is made as to who your project advisor will be.

STUDIO VISITS

You are required to have three studio visits with three different Studio Art faculty members. Submit these names to your Senior Project advisor once they have been completed.

MIDWAY MEETING

In the middle of your Senior I year you will have a Midway meeting consisting of your project advisor and one other studio art faculty member to formally discuss your progress toward your final senior project. It is your responsibility to schedule this meeting. Midways cannot be postponed to the next semester.

SENIOR PROJECT SHOW

The Spring senior project shows are scheduled early in the first Senior Seminar meeting. Openings in Fisher are traditionally arranged for weekend afternoons or evenings and on exhibit for one to two weeks. Openings in UBS are arranged for afternoons/early evenings, usually 8 – 10 seniors and are on exhibit for two weeks. Each show group is responsible to restore the walls and space to clean and ready condition for the next show group. All shows should have invitations for their openings. See art office assistant in Fisher 150 if you need assistance.

*Studio Art Majors that are Double Majors cannot have their Studio Art Senior Project completed in the same semester as their other discipline major.

After completion of your show remember to save one or two pieces of work that will go on exhibit for the Commencement Weekend Studio Art Senior Show.

SENIOR PROJECT SUBMISSION GUIDELINES

Studio Arts students are required to both exhibit their work as a part of their Senior Project and write an Artist's Statement on their project. This statement should provide an overview of the work and the goals of the project. Include the project title, and name of advisor, and an invitation or program, and your advisor's signature.

Due April 29, 2020 by 5:00 pm to Room 208, Ludlow.

SENIOR BOARDS

During the exhibition of your senior project you will work with your Senior Project advisor and arrange the date and time of your Senior Board. The board will consist of three Bard Faculty. One will be your senior project advisor, another will be a studio art faculty member, the third, if not studio art faculty, must at least be in the Arts Division. And if you wish, a fourth may be outside of the Arts Division. After your Senior Project Board is completed the board members will meet privately and decide on the grade your project will receive.

Prior to your board

- Email your Artist's Statement to your advisor and each board member
- Print a hard copy of Artist's Statement and bring copies for each member to your board.

[Fisher Studio Arts Building](#) is open 7:00 am- Midnight, seven days a week. UBS is open from 7:00am- Midnight.

The Fisher wood shop and metal shop and print shop hours will be posted. The Digital Lab is open at varied hours, lab hours will be posted. Wood shop and metal shop may be used after hours with permission from Roman Hrab, Director of Operations.

Students may work in their studios or in the classrooms during these hours. Students may continue to work after hours at Fisher if there are at least two students in the building. UBS is closed between the hours of 7:00 am and Midnight.

[Wood shop and Metal Shop](#) are equipped with tools which can be checked out and used within the spaces. Shop techs are available daily for assistance with projects.

[Printshop](#) hours will be posted at the start of the semester. A tech will be available to sell supplies one day a week.

[Digital Lab](#)

Students must sign up for a time slot to work with a monitor within the hours listed. Sign up sheet is located on the wall outside of the Digital Imaging/Design Studio Classroom.-Digital Prints are paid for in cash at the time of the appointment-Laser cutter is free to use. Student must provide their own materials.3D printing materials are free as of Spring 2020 .

[Digital Imaging & Design Studio Classroom RM 161](#)

The Digital Imaging & Design Classroom is an iMac computer lab and digital printing studio equipped with a full range of software for new media projects such as, photography, drawing, design, video, 3D modeling, sound, web and open source projects. This studio provides students with hands-on experience and advanced skills in printing with new media alongside powerful tools to learn, create and collaborate. Equipment includes:16 iMac computers -two 44in Epson Large Format Archival printers-3 Epson flatbed scanners -HD projector for classroom instruction

[Digital Fabrication Studio](#)

The Digital Fabrication Studio is a multidisciplinary space equipped to explore new media and 3D sculpture. The lab has 3 PC computers -VersaLaser 30W laser cutter Glowforge Laser Cutter -Makerbot 3D printer, a full range of electronics prototyping equipment and hardware,Mobile HD projection equipment is available for check out to students and faculty.The wood shop shop also houses a CNC Shark engraving and milling machine that students and faculty can access in coordination with a CNC Operator.

[Fisher Building Maintenance](#) Please keep all spaces clean. All artwork done in classes must be placed in painting racks and labeled with your name and date. Drawings can be rolled and taken with you.Sculptures must have a green tag (See Roman)-When using [communal spaces](#) such as classrooms please be sure to dispose of garbage and take your supplies with you when you leave.Gesso brushes should be cleaned before returning to arts office.If you open doors or windows for ventilation, be sure to close them when you leave.Lockers are available for small storage. You will need to provide your own lock..At the end of each semester the building will be thoroughly cleaned and all artwork will need to be removed before the announced deadline or it will be disposed of.-Painting and graffiti on walls is strictly prohibited.

ABSENCE AND TARDINESS POLICY

If a student is late 3 times to class it will be counted as one full absence.

Two full absences will result in 1 grade drop.
(B to B-)

More than three absences will result in a failing grade.

Students must notify a professor regarding their reasons for absence the date of the absence.

Students are expected to make up missed work and assignments from any missed class. If absence is due to illness or medical reasons work must still be completed and absence is still counted.

STUDIO ALLOCATIONS AND POLICY

There are 18 studio spaces in the Fisher Studio Art Center building and 16 studio spaces in the Red Hook facility, (UBS) Bard Exhibition Center. Studios are allocated each semester at the first Senior Seminar class meeting. Senior II's have first choice of studio spaces they wish to occupy. Senior I's draw lots and can exchange with each other if they choose.

IF any spaces are left after all the seniors have been placed, studio art moderated Juniors are invited to apply for a studio space. The requirements for application are:

A one page typed paper explaining your type of work, why a studio is needed and what it will be used for.

10 images of work (or photographs, CD, etc.)

All requests will be reviewed by the faculty and the students notified of their decision.

At the end of the spring semester **all** students are asked to pack up their belongings approximately one week prior to the semesters close. All students with studios are responsible to leave their space clean. It is the responsibility of the student to re-paint the studio walls, (with "Bin" first), if necessary and/or sand the floor. Any studio not left in clean condition will carry a \$200 minimum fine to the student's account.

BARD COLLEGE FISHER STUDIO ARTS, UBS & EXHIBITION SAFETY POLICY

- 1) Flammable storage cabinets are located in Fisher near the wood shop, the upstairs hallway, in the printshop, and in the Barn; in UBS there is a cabinet located in the wood shop. Students can store any flammable materials (thinners, mediums, etc) in them when not in use.
- 2) Waste solvents should be emptied into 5 gallon Hazardous Waste containers found in the flammable cabinets. Funnels are found inside cabinets to help with pouring. Be sure to replace the cap on the container when finished and close cabinet door. Never dump solvents down sink drains!
- 3) Empty chemical containers (like a can of paint thinner) should be triple rinsed with water (filled and emptied 3 times), and then disposed.
- 4) Oil or solvent soaked towels and rags should be disposed of in red metal "oily waste" containers, never in the trash.
- 5) Spill kits are also located next to select flammable cabinets. They are to be used to clean up a large chemical spill. They contain special towels to mop up spills and bags for disposal, as well as rubber gloves and goggles. They are located in the Printshop, room 139, ground floor (solvent spill kit), Printshop, 2nd floor in the acid room (acid spill kit), and 2nd floor studio hallway (solvent spill kit).
- 6) MSDS, or Material Safety Data Sheets, are located near room 140, in the Printshop, room 139, and next to the wood shop, room 132.
- 7) Students should wear adequate Personal Protection Equipment (PPE) in shop areas; i.e., goggles, gloves, dust masks, hearing protection, etc. If you are uncertain how to use a tool or piece of equipment or require assistance, please ask us for help!
- 8) No open toed sandals or flip flops in wood or metal shops.
- 9) No smoking in shops or studios.
- 10) Please do not block fire exits or fire lanes.
- 11) There are to be no projects using open flames such as candles, torches, lanterns, fireworks, etc. inside any facility.
- 12) Do not use smoke machines, smoke bombs or similar devices which may set smoke alarms inside a building or studio, or near the entry of any building.
- 13) There are to be no projects involving live animals.
- 14) Any projects with food must be cleaned up and removed immediately after presentation.
- 15) No spray painting or other aerosol sprays inside of studios or buildings without proper ventilations and precautions.
- 16) No fiberglass work or polyester resins inside studios or classrooms.
- 17) No projects are allowed which may cause bodily harm to oneself or to bystanders.
- 18) No firearms or other weapons are allowed in any projects or in any studio building.
- 19) We do not allow "living" type of furniture in studios, such as: beds, futons, mattresses, etc.
- 20) When working late at night, have at least one other student in the building working with you. Be aware of who is in the building and do not prop open doors. If there is an incident, call Bard Security at 758-7460, or the Red Hook Police at 911.

FISHER STUDIO ARTS & UBS FIRE SAFETY

Read carefully and familiarize yourself with these rules. If you have a question on a safety concern see Roman Hrab.

- 1) Extension cords must be unplugged when not in use.
- 2) Power strips and other multiple plug adapters must be unplugged when not in use.
- 3) Extension cords shall not extend through walls, ceilings, floors, through or under doors or be subject to damage.
- 4) Any structure such as a wall, platform, loft, or stairs constructed within the studio or exhibition space must follow code requirements and may require permitting.
- 5) Any alterations to existing architecture without permission are prohibited.
- 6) Fire exits and fire lanes shall not be obstructed. Exit signs shall not be obstructed.
- 7) Hangings and draperies shall not be placed over exit doors or otherwise be located to conceal or obstruct an exit
- 8) Combustible materials shall not be stored in exits or exit enclosures. Combustible materials shall not be placed in, adjacent to, or over paths of egress.
- 9) Space heater(s) shall not be left on in unoccupied or unattended space. Heater(s) must be plugged directly to wall outlet, not an extension cord.
- 10) Clamp light(s) may be used as supplemental lighting but must be turned off when not in use or unattended.
- 11) It is prohibited for any person to remove, tamper with, or disturb any fire protection system.
- 12) Electrical hazards and improper and unlicensed wiring is prohibited.
- 13) Storage is not permitted within attic areas.

BARD FUND FOR VISUAL LEARNING

The Fund for Visual Learning provides material support to students on financial aid to help them with art supplies. Eligible students may be considered for a non-major introductory grant for the material supply kits for Level 1 Studio Arts classes . Sophomores, Juniors, and Seniors who have not previously received a non-major introductory grant may notify the professor that they would like to receive this financial support when registering for classes in the spring/fall, and First Year students can indicate their interest in support when registering on Super Advising days. Late interest will not be eligible for consideration. www.bardfvl.com. Reach out to msolis@bard.edu with questions. Grant due dates will be e-mailed to students.

Moderated Juniors and Seniors may apply for the following grants:

MODERATED JUNIOR PROJECT GRANT

- Up to \$250
- For moderated students enrolled in any studio art course on financial aid.
- Funding for a both independent projects or class projects.
- Apply through the application portal.

SENIOR PROJECT GRANT

- Up to \$350
- For seniors working on Senior Projects on financial aid.
- Apply through the application portal.

Spring 2020 Important Dates

February 14, 2020 Declare intent to moderate (Inform arts office, and fill out form with registrar)

March 13, 2020 Moderation Papers Due at 5:00 PM to Registrar's office and to your advisors

March 18, 2020 5:00 PM Mandatory Moderation Meeting, Seminar Room

March 21-29, 2020 Spring Recess

April 1, 2020 Install Moderation Show 5:00 PM, Fisher Gallery

April 3, 2020 Moderation Show opening

Week of April 6th Moderation Boards

April 11th - Senior Project Shows begin at UBS

April 27-28 Advising Days

April 29, 2020 Senior Projects Artist's Statements due 5:00 pm to Ludlow, Room 208

April 29, 2020 Last day to withdraw from a course

May 7, 2020 Registration for Fall classes 8am

May 13-19, 2020 Completion Day

May 19, 2020 Last day of classes

May 21, 2020 Baccalaureate & Senior Dinner

May 23, 2020 Commencement

Local Art Supply Resources

Rhinebeck Artist's Supply
56 E. Market Street
Rhinebeck, NY, 12572
*Show Bard ID for a discount

Catskill Art & Office Supply
230 Plaza Rd
Kingston, NY, 12401
845-331-7780
*May deliver

Bailey's Ceramics
62 Ten Broeck Ave
Kingston, NY, 12401
800-431-6067

Artcraft Photoworks
520 Albany Ave
Kingston, NY, 12401
845-331-3141

P & T Surplus
198 Abeel Street
Kingston, NY, 12401
845-481-4329

Habitat For Humanity Re-Store
829 NY-66
Hudson, NY, 12534

Free Use Store
On Campus*
Kappa Garage
bos.bard.edu for hours

On Campus Printing

[Bard Print](#) is a declining balance program which adds \$37.50 onto your Bard ID for printing and copying. You can print in various labs on campus, and the Stevenson Library

Central Services

Central Services offers large copy jobs, color copying, and posters up to 12'x18'. Price list is available at Central Services. Students can pay with cash or check.

Copy jobs can be sent to printjob@bard.edu or in person

Location: Carriage House, Phone 845-758-6822x7463

Hours are M-F 9:00 am- 5:00 pm

STUDIO ART DEPARTMENT FACULTY AND STAFF
 PHONE EXTENSIONS - OFFICE LOCATIONS - E-MAIL

NAME	EXT.	ROOM #
Anderson, Lauren landerson@bard.edu UBS Shop Manager		Fisher Annex 105
Battle, Laura Battle@bard.edu	7329	Fisher 155
Buhler, Ken buhler@bard.edu On sabbatical Spring		Fisher Annex 116
Colburn, Adriane acolburn@bard.edu		Fisher Annex 107
Conway, Melody Solis, Mindy msolis@bard.edu mconway@bard.edu Program Administrator	7674	Fisher 150
Dooling, Daniella dooling@bard.edu		Fisher Annex 116
Driscoll, Ellen. edriscol@bard.edu Director	(617)501-5490	Fisher Annex 117
Fujita, Kenji Fujita@bard.edu	7057	Fisher Annex 105
Fischer, Katy		Fisher Annex 116
Gibbons, Arthur gibbons@bard.edu	7442	Fisher Annex 104
Gibson, Jeffrey jgibson@bard.edu		Fisher Annex 116

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MacPhee, Medrie
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*Sabbatical

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Osterburg, Lothar
osterbur@bard.edu Fisher Annex 107

Pfaff, Judy
*Fall Only Bard Exhibition Center

Sanditz, Lisa
lsanditz@bard.edu Fisher Annex 106

Santore, Joe
jsantore@bard.edu Fisher Annex 106

Shuhan, Marko 845-758-0029 Bard Exhibition Center,
mshuhan@bard.edu Studio #1
UBS Facilities Coordinator

Smith, Charlie Fisher 136
Fisher Shop Manager
chsmith@bard.edu

Swartz, Julianne
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