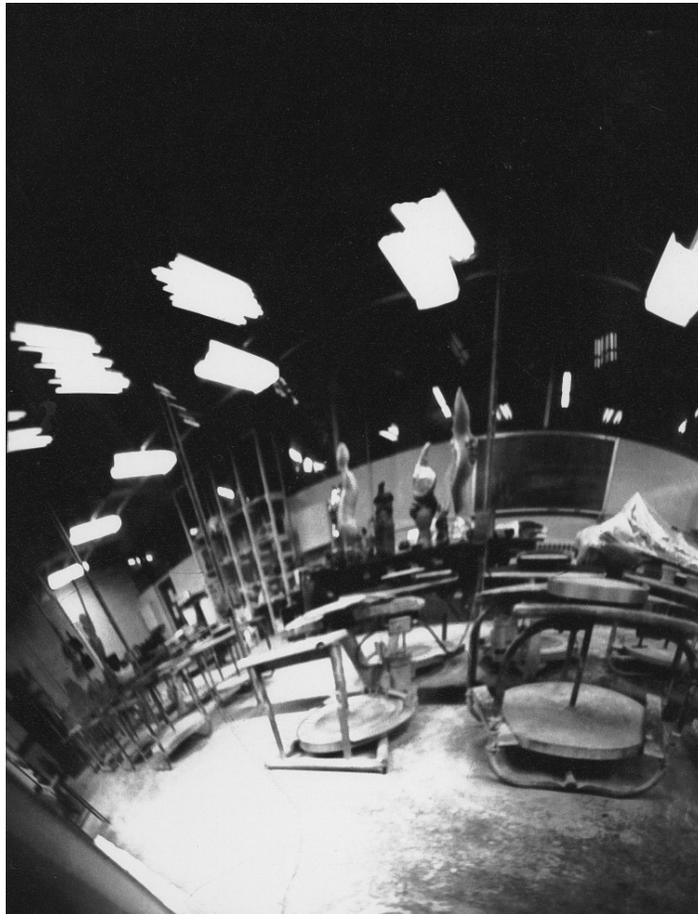


Adams State University
Master of Arts in Art
Graduate Program Handbook



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General Handbook Information

This Master of Arts in Art Graduate Program Handbook ("Handbook") provides information on the specific requirements for the MA in Art program. Students are expected to abide by the policies and procedures described within it. In addition, students are expected to abide by the general policies described in the Graduate Catalog and the general Graduate Student Handbook. This Handbook is intended to operate in conjunction with the Graduate Catalog and the general Graduate Student Handbook. If questions arise as to the manner in which the policies in this Handbook interact with other University policies applicable to graduate students, such questions will be resolved by the Graduate School Office.

Admission to the Graduate Program

Master of Arts in Art

General Admission Classifications

Graduate Student

This classification applies to a student who has been officially admitted to a master's degree, licensure, or endorsement program. A student may be admitted conditionally or unconditionally.

Graduate-Special Student

This classification is intended primarily for students who desire course credit only and do not wish to pursue a new degree, license, or endorsement. It also applies to students who have applied for admission to a graduate program but have not yet been accepted. Twelve (12) semester hours is the maximum number of credits that will count towards a degree when taken by a student in graduate-special (non-degree seeking) status. Any coursework above the 12 hour limit will not count towards degree requirements. In the MA in Art program all credit taken as a graduate special student will be applied towards elective credit and core requirements if applicable. No graduate special credit will be applied towards the major concentration. Graduate special students who have not yet been accepted into the program must enroll in on-campus classes until accepted and off-campus enrollment is approved.

Admission Requirements in the Department of Art

Students desiring to enroll in a Masters degree program in the Department of Art must hold a baccalaureate degree from an accredited institution and are generally expected to have the equivalent of an undergraduate major in art. Prospective candidates with a major other than art who possess exceptional talent in art may be accepted on the basis of their original artwork. Students enrolled in the final year of undergraduate study may be admitted to graduate study pending verification of receipt of the baccalaureate degree. All applicants must submit the following information to The Graduate School, RH Box 31, Adams State University, Alamosa, CO 81101:

- An application for admission to graduate study.
- A \$30.00 non-refundable application fee.
- An official transcript sent directly from the institution to The Graduate School verifying receipt of the baccalaureate degree. Transcripts from ASU need not be requested, however, official transcripts confirming transfer courses are required. Unofficial transcripts will not be accepted.
- Two letters of recommendation from supervisory resources.

- A digital portfolio consisting of 15 - 20 images in at least two media. At least half of the portfolio images should be in the intended major concentration and should demonstrate conceptual and stylistic cohesiveness. The remaining images should show work in other media than the intended concentration.
- A one-page written statement of intent, outlining the conceptual and media approaches the student is interested in pursuing in the program.

Portfolio submission Deadlines:

May 1 - For admission in the following summer and/or fall semester.

December 1 - For admission in the following spring and/or summer semester.

Additional information may be requested by the Department of Art before an admission decision can be determined. Meeting the minimum admission criteria does not guarantee acceptance to the M.A. in Art program.

The Chair of the Department of Art will notify students of admission decisions.

Conditional Admission into the Master of Arts in Art Program

Conditional admission into the Master of Arts in Art program will be considered in the following circumstances:

- Students do not meet the admission requirements for entrance into the MA in Art program but exhibit the potential to successfully complete all the program requirements.
- Students whose portfolios do not meet the expectations of the review committee but who meet all other admission requirements.

Students that are admitted conditionally will have the conditions of their admittance specified in their letter of acceptance into the MA in Art program. In addition to successfully completing these requirements, students must complete all requirements for the MA in Art degree and must continue to maintain a 3.0 grade point average in their subsequent coursework. Their status will change from conditionally admitted to unconditionally admitted once the specified requirements have been met.

Should the student fail to maintain a 3.0 GPA they will be placed on probation and be subject to completing a specified program of courses successfully. Successful completion of coursework is based both on individual course grades and an overall evaluation of 'Satisfactory' or better, at each semester's graduate review. Completion of the probationary program of courses with a GPA of 3.0 or better will result in the

student's return to good academic standing. Failure to do so will result in dismissal from the program.

Unconditional Admission into the Master of Arts in Art Program

Students that are admitted unconditionally into the Master of Arts in Art program will have met all admissions requirements, including submission of a portfolio that demonstrates potential to successfully complete the degree requirements.

Students that are admitted unconditionally must maintain a 3.0 grade point average in all their coursework. Should they fail to do so the student will be placed on probation and be subject to successfully complete a specified program of courses. Successful completion of coursework is based both on individual course grades and an overall evaluation of 'Satisfactory' or better, at each semester's graduate review. Completion of the probationary program of courses with a GPA of 3.0 or better will result in the student's return to good academic standing. Failure to do so will result in dismissal from the program.

Transfer Credit

A maximum of 6 hours of graduate level credit may be transfer credits. All transfer credits must be approved by the Chair of the Art Department.

Scholarships & Assistantships

The Cloyde Snook Scholarship pays in-state tuition for one full-time graduate student in art each year. Applicants are selected based on portfolio, GPA and letters of recommendation. The deadline is May 1st of each year. For application forms and more information contact the art department.

The Graduate School provides additional scholarships in the form of the Good Neighbor Scholarship and the Graduate Incentive Grant. The Good Neighbor Scholarship is restricted to out-of-state students and provides a tuition waiver that brings out-of-state tuition closer to the tuition rates for in-state students. Contact the Graduate School for details and deadlines. The Graduate Incentive Grant is a scholarship of \$1000 awarded by the department based on merit as assessed during the admission process or the spring graduate review. The art department reviews Graduate Incentive grants after the May 1st Application deadline each year. All applications should be submitted by May 1st.

The art department awards three graduate assistantships each year. These are allocated as Studio/Teaching Assistantships or as a Gallery Assistantship. GAs are expected to work 20 hours per week and are paid a stipend for their work. GAs may

also receive a partial tuition waiver. Graduate Assistants are considered to be fulltime students at 6 credit hours per semester. Graduate Assistantships are determined after the May 1st Application deadline each year. All applications should be submitted by May 1st. Applicants may be required to participate in an interview to determine if the student's goals for a graduate assistantship meet the needs of the department. Submitting an application and participating in an interview does not guarantee the award of a GA, nor does holding a GA one year guarantee that it will be awarded in subsequent years. No students will be awarded a GA for more than 3 consecutive years.

Requirements for a Master of Arts Degree in Art

Graduate Review:

At the end of fall and spring semester there will be a Graduate Review in which all full-time faculty members review the student's progress. All students enrolled in studio classes must participate. Students who have enrolled only in summer graduate studio class(es) must participate in either the fall or spring graduate review. Students who have completed 9 or more hours of credit as a graduate special student, and who wish to apply those credits to their graduate program must participate in the review during their first semester after admission to the graduate program. Continuation in the program is dependent upon the outcome the review. Students must maintain a GPA of 3.0 AND achieve an overall evaluation of 'Satisfactory' or better at the Graduate Review. Failure to do so will result in the student being placed on probation, as described under the admission policies above.

Course Requirements:

In addition to the core, major concentration, and electives described below, the faculty may require students to address deficiencies by taking undergraduate courses that will not apply toward the Master's degree. A minimum of 36 semester hours of graduate level course work is required. Whenever possible the first 12 semester hours should include: AR 503 Research Methods for the Visual Arts, and six (6) hours selected in consultation with the student's academic adviser.

Required Core (18 hours)

AR 503 - Research Methods for the Visual Arts	3
AR 502 - Special Projects (Req. for ceramics, sculpture, jewelry concentrations)	
OR	
AR 508- Drawing (Req. for drawing, painting concentrations)	3
(Students in printmaking or photography may choose either AR502 or AR508)	
AR 505 - Seminar in Art	3
AR 597 - Thesis Proposal	3
AR 598 - Thesis	6

	18

Also required are a 9-hour concentration from the following: ceramics, drawing, jewelry, painting, photography, printmaking, sculpture. Nine (9) elective hours of graduate level courses are to be chosen in consultation with advisor. A minimum of three credits must come from one of the studio areas listed above.

Thesis:

All candidates to the Master of Arts degree in Art must successfully complete a thesis that consists of a body of creative work. The thesis will be mounted as an exhibition at Adams State University and will be accompanied by a supporting paper. Students will defend the written document and body of work in an oral examination administered by the faculty committee. The student will agree to donate a representative work from the thesis exhibition, chosen by the thesis committee, to the Art Department for its permanent collection.

Degree Plans

MA in Art – Drawing/Painting Degree Plan

Required Courses – 18 hours	Credit Hours	Semester	Grade
AR 503 Research Methods for the Visual Arts	3	fall only	
AR 508 Drawing	3		
AR 505 Seminar in Art	3	spring only	
AR 597 Thesis Proposal	3	semester prior to thesis only	
AR 598 Thesis	6	final semester	
	18		

Major Concentration - 9 Hours in **one** of the following areas: Drawing, Painting

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
	9		

Electives – 9 Hours of Graduate Electives

*At least 3 hours must come from one of the following areas: Ceramics, Drawing, Jewelry, Painting, Photography, Printmaking, Sculpture

*A maximum of 6 hours may be transfer credits that must be approved by the Chair of the Art Department.

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
	9		
TOTAL Credits	36		

For students admitted conditionally – Hours required in addition to the regular 36 credit program:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Anticipated Semester & Year of Graduation: _____

Thesis Proposal Accepted: _____ Date: _____

Thesis Accepted: _____ Date: _____

Student's Signature _____ Date _____

Advisor's Signature _____ Date _____

Department Chair's Signature _____ Date _____

MA in Art – Ceramics / Jewelry / Sculpture Degree Plan

Required Courses – 18 hours	Credit Hours	Semester	Grade
AR 503 Research Methods for the Visual Arts	3	fall only	
AR 502 Special Projects	3		
AR 505 Seminar in Art	3	spring only	
AR 597 Thesis Proposal	3	semester prior to thesis only	
AR 598 Thesis	6	final semester	
	18		

Major Concentration - 9 Hours in **one** of the following areas: Ceramics, Jewelry, Sculpture

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
	9		

Electives – 9 Hours of Graduate Electives

*At least 3 hours must come from one of the following areas: Ceramics, Drawing, Jewelry, Painting, Photography, Printmaking, Sculpture

*A maximum of 6 hours may be transfer credits that must be approved by the Chair of the Art Department.

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
	9		
TOTAL Credits	36		

For students admitted conditionally – Hours required in addition to the regular 36 credit program:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Anticipated Semester & Year of Graduation: _____

Thesis Proposal Accepted: _____ Date: _____

Thesis Accepted: _____ Date: _____

Student's Signature _____ Date _____

Advisor's Signature _____ Date _____

Department Chair's Signature _____ Date _____

MA in Art – Photography / Printmaking Degree Plan

Required Courses – 18 hours	Credit Hours	Semester	Grade
AR 503 Research Methods for the Visual Arts	3	fall only	
AR 502 Special Projects OR AR 508 Drawing	3		
AR 505 Seminar in Art	3	spring only	
AR 597 Thesis Proposal	3	semester prior to thesis only	
AR 598 Thesis	6	final semester	
	18		

Major Concentration - 9 Hours from **one** of the following areas: Photography or Printmaking

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
	9		

Electives – 9 Hours of Graduate Electives

*At least 3 hours must come from one of the following areas: Ceramics, Drawing, Jewelry, Painting, Photography, Printmaking, Sculpture

*A maximum of 6 hours may be transfer credits that must be approved by the Chair of the Art Department.

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
	9		
TOTAL Credits	36		

For students admitted conditionally – Hours required in addition to the regular 36 credit program:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Anticipated Semester & Year of Graduation: _____

Thesis Proposal Accepted: _____ Date: _____

Thesis Accepted: _____ Date: _____

Student's Signature _____ Date _____

Advisor's Signature _____ Date _____

Department Chair's Signature _____ Date _____

Planning Guide – Recommendations

MA in ART – 2 Year Degree Maps

MA in Art – 2 Year Plan FT – Fall Start	
FALL	SPRING
AR 503 Research Methods -3	AR 505 Seminar in Art -3
Major Concentration -3	Major Concentration -3
Elective -3	Special Projects or Drawing 3
<i>9 credits</i>	<i>9 credits</i>
FALL	SPRING
AR 597 Thesis Proposal -3	AR 598 Thesis -3
Major Concentration -3	Elective -6
Elective -3	
<i>9 credits</i>	<i>9 credits</i>

MA in Art – 2 Year Plan FT – Spring Start	
SPRING	FALL
AR 505 Seminar in Art -3	AR 503 Research Methods -3
Major Concentration -3	Major Concentration -3
Elective/Special Projects/Drawing - 3	Special Projects/ Elective-3
<i>9 credits</i>	<i>9 credits</i>
SPRING	FALL
AR 597 Thesis Proposal -3	AR 598 Thesis -3
Major Concentration -3	Elective -6
Elective -3	
<i>9 credits</i>	<i>9 credits</i>

MA in Art 2 year Plan – Fall Start with Summers		
FALL	SUMMER	SPRING
AR 503 Research Methods	Elective	Special Projects or Drawing
Major Concentration	Major Concentration	AR 505 Seminar in Art
<i>6 credits</i>	<i>6 credits</i>	<i>6 credits</i>
FALL	SUMMER	SPRING
AR 587 Thesis Proposal	Elective	AR 598 Thesis – 6
Major Concentration	Elective	
<i>6 credits</i>	<i>6 credits</i>	<i>6 credits</i>

MA in Art 2 year Plan – Spring start with Summers		
SPRING	SUMMER	FALL
AR 505 Seminar in Art	Elective	Special Projects or Drawing
Major Concentration	Major Concentration	AR 503 Research Methods
<i>6 credits</i>	<i>6 credits</i>	<i>6 credits</i>
SPRING	SUMMER	FALL
AR 587 Thesis Proposal	Elective	AR 598 Thesis – 6
Major Concentration	Elective	
<i>6 credits</i>	<i>6 credits</i>	<i>6 credits</i>

MA in Art 3 Year Degree Maps

MA in Art – 3 Year Plan FT – No Summers: Fall Start	
FALL	SPRING
AR 503 Research Methods	Special Projects or Drawing
Elective	Elective
<i>6 credits</i>	<i>6 credits</i>
FALL	SPRING
Major Concentration	Major Concentration
Elective	AR 505 Seminar in Art
<i>6 credits</i>	<i>6 credits</i>
FALL	SPRING
AR 587 Thesis Proposal	AR 598 Thesis - 6
Major Concentration	
<i>6 credits</i>	<i>6 credits</i>

MA in Art – 3 Year Plan FT – No Summers: Spring Start	
SPRING	FALL
Special Projects or Drawing	AR 503 Research Methods
Elective	Elective
<i>6 credits</i>	<i>6 credits</i>
SPRING	FALL
Major Concentration	Major Concentration
AR 505 Seminar in Art	Elective
<i>6 credits</i>	<i>6 credits</i>
SPRING	FALL
AR 587 Thesis Proposal	AR 598 Thesis - 6
Major Concentration	
<i>6 credits</i>	<i>6 credits</i>

MA in Art – Part Time Degree Map (Painting/Drawing)

Spring	Summer	Fall
	Major Concentration	AR 503 Research Methods
	Elective	
Spring	Summer	Fall
AR 505 Seminar in Art	Drawing	Major Concentration
	Major Concentration	
Spring	Summer	Fall
AR 597 Thesis Proposal	Elective	Thesis
	Elective	

MA in Art Part Time Degree Map (3D Media)

Spring	Summer	Fall
	Major Concentration	AR 503 Research Methods
	Elective	
Spring	Summer	Fall
AR 505 Seminar in Art	Major Concentration	AR 502 Special Projects
	Elective	
Spring	Summer	Fall
Major Concentration	Elective	AR 597 Thesis Proposal
Spring	Summer	Fall
AR 598 Thesis		

MA in Art- Part Time Degree Map (Photography / Printmaking - Option1)

Spring	Summer	Fall
	Major Concentration	AR 503 Research Methods
	Elective	
Spring	Summer	Fall
AR 505 Seminar in Art	Elective	Special Projects
	Major Concentration	
Spring	Summer	Fall
AR 597 Thesis Proposal	Major Concentration	Thesis
	Elective	

MA in Art – Part Time Degree Map (Photo / Printmaking - Option 2)

Spring	Summer	Fall
	Major Concentration	AR 503 Research Methods
	Elective	
	Elective	
Spring	Summer	Fall
AR 505 Seminar in Art	Major Concentration	Major Concentration
	Drawing	
Spring	Summer	Fall
AR 597 Thesis Proposal	Elective	AR 598 Thesis
Spring	Summer	Fall

Graduate Review

The Graduate Review

1. The Art Department at Adams State University has made it a practice to review the work of graduate students at the end of fall and spring semesters. Every student enrolled in a graduate level studio course must participate in that semester's review. Students who have enrolled only in summer graduate studio class(es) must participate in either the fall or spring graduate review. Students who have completed 9 or more hours of credit as a graduate special student, and who wish to apply those credits to their graduate program must participate in the review during their first semester after admission to the graduate program.
2. Reviews are a customary part of the graduate programs in art at most universities. It is hoped that the review will function not as a threat or rebuke to be feared, but as an opportunity for the student to present his or her work for constructive discussion and evaluation.
3. A notice of when and where the reviews will take place will be posted and sent to all graduate students at least two weeks prior to the review date.
4. The review will normally fall near the end of each semester (spring/fall). There will be no summer reviews. Students taking summer courses may choose fall or spring reviews.
5. All work to be reviewed must be carefully and artfully displayed, (matted, framed, elevated, set off, grouped, etc.) except large or complicated works in progress.
6. Students must provide all faculty members with a 1-2 page statement outlining their technical and conceptual intentions for the work presented. This statement must be provided at least one week prior to the review. A rubric specifying the contents of the paper will be sent with notification of the review date(s).
7. At the beginning of each candidate's review the student is expected to provide a brief introduction relating to the work presented. The student will then be expected to field questions from the faculty pertaining to the work in question.
8. An effort will be made to provide equal time for each student in the group to be reviewed. Naturally, the volume of work will have some influence on the division of time.
9. The review is a time for the student to get faculty reaction to his or her work, especially the more objective reaction that they get from those who do not serve as their advisor. It is also a time when the student can question any one of the faculty and receive candid and specific answers to his or her questions. Each faculty member will record on a special form a written summary of his or her own reaction to each student's performance. The evaluations will be kept in the student's file in the art office. They will be made available to each student at their request. Students must receive an overall (average) rating of 'Satisfactory' at each review in order to continue in the program.
10. During the first review the faculty will review work of a general nature in all media, i.e. knowledge of the strengths, weaknesses, needs, desires so that the student may be better counseled toward a major or a possible direction. The candidate's first review will

be after his or her first semester. Students who have enrolled only in summer graduate studio class(es) must participate in either the fall or spring graduate review. Students who have completed 9 or more hours of credit as a graduate special student, and who wish to apply those credits to their graduate program must participate in the review during their first semester after admission to the graduate program.

11. The subsequent reviews will include only work from the student's major emphasis.
12. The final review will be the candidate's thesis proposal. The thesis proposal will be at the end of the semester prior to registration for Thesis (AR 598). Students must have all coursework completed prior to proposing their thesis. Students with one elective course remaining may request an exception; consideration of such proposals will be considered only if the major advisor recommends such action. The proposal must be accepted by all full-time faculty in order for the candidate to be approved for thesis pursuit. During this review the candidate will present a body of work and written thesis statement conveying the technical and conceptual scope of the body of work. After receiving notice of acceptance the candidate will select his or her graduate committee.
13. Normally, reviews are open to all graduate students, but because of the time limitations students other than those being reviewed are asked not to join in the discussion.
14. A final review, by the thesis committee, is required prior to the installation of the thesis exhibit. The thesis work will be presented at this time for review providing the candidate has worked in close cooperation with his or her advisor, and all rough drafts have previously been accepted by the thesis committee. If the student is not ready for a final review of his or her thesis, the work in progress will be reviewed. This review will consist of the candidate and the members of the graduate committee only.

Graduate Review Statement Rubric

Written Statement Rubric				
	Unsatisfactory (C)	Satisfactory (Low B)	Good (High B)	Excellent (A)
Technical Skill				
• Organization				
• Spelling, Grammar & Punctuation				
• Clarity				
Description				
• Describes major art historical influences				
• Describes techniques used & why				
• Describes relevant artwork concisely, but accurately				
Conceptual Analysis				
• Identifies and evaluates main concepts used over the semester				
• Identifies the artist's intent				
Annotated Bibliography				
• Identifies technical/media research undertaken & how results were used				
• Identifies art historical or conceptual research & how results were used				
OVERALL				

Comments:

Graduate Review Rubric

Date: _____ Semester: _____

Name of Candidate: _____

Semester in Graduate Program: 1 2 3 4 5 6 7

Major Discipline: _____
Ceramics

Work Shown:

- Drawing
- Jewelry
- Painting
- Photography
- Printmaking
- Sculpture

	Unsatisfactory (C)	Satisfactory (Low B)	Good (High B)	Excellent (A)
Originality/Creativity				
Development & Communication of Subject & Concept				
Technical Skill				
Presentation				
Progress				
Written Statement				
OVERALL EVALUATION				

Comments on strengths, weaknesses & recommendations:

Signature of Faculty Member: _____

Candidates Checklist

Master of Arts Candidates Check List

Semester and date completed

_____ **Degree Plan** : A Degree Plan for the M.A. Degree. Two copies of this form must be completed by the advisor and student, approved and signed by the Advisor. One copy will be filed in the Graduate School Office along with the application for graduation the semester prior to the semester of graduation. The second copy will be filed by the advisor in the Art Office.

Course Requirements

Vary by degree plan:

MA in Art – Painting / Drawing (p14)

MA in Art – Ceramics / Jewelry / Sculpture (p15)

MA in Art - Photography / Printmaking (p16)

Graduate Reviews

_____ **Graduate Reviews:**
Candidates will participate in graduate reviews at the end of the fall and spring semester. Only students enrolled in studio classes are required to participate in graduate reviews. There will be no summer reviews. Students who have enrolled only in summer graduate studio class(es) must participate in either the fall or spring graduate review. . Students who have completed 9 or more hours of credit as a graduate special student, and who wish to apply those credits to their graduate program must participate in the review during their first semester after admission to the graduate program. Students will have access to the faculty's comments on their graduate review the following semester.

_____ Review #1

_____ Review #2

_____ Review #3

_____ Review #4

_____ Review #5

_____ Review #6

_____ Review #7

Thesis Proposal

Thesis Proposal:

At the end of the semester prior to registration for Thesis (AR 598), the candidate must be approved for thesis pursuit. The proposal must be accepted by the entire faculty during the graduate review. During this review the candidate will present a thesis proposal consisting of the written thesis statement and an outline covering the scope of the body of work. A copy of this statement must be given to all faculty at least one week prior to review. The thesis proposal is written in consultation with the advisor. The thesis statement should be supported by artwork indicative of the intended direction of the thesis work. Students intending to include work completed prior to registration for thesis in their thesis exhibition must present this work at the thesis proposal and indicate the number of works and reason for their inclusion during the graduate review. The proposal must be accepted by the entire faculty during the graduate review. Students whose thesis proposal is rejected should consult with their advisor regarding the reasons and devise a plan to improve their proposal. They may re-propose at the next graduate review.

Thesis Proposal Approval Form

Thesis Proposal Approval Form:

This form will be filled out by the advisor. It will be signed by the entire faculty after their review and acceptance of the thesis proposal.

Graduate Committee

Graduate Committee:

After the proposal is accepted the candidate will select a graduate committee consisting of three full-time faculty members including the candidates advisor. The advisor will serve as chair of the committee.

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Application for Graduation

Application For Graduation:

Filed by the candidate, in the Graduate School Office. Applications for graduation must be submitted the semester prior to that of intended graduation. Dates vary, check with the Graduate School Office for exact dates.

Thesis Exhibition

_____ **Thesis Exhibition:**
Exhibition dates must be arranged with the gallery director the year prior to the year of intended graduation.

Scheduled exhibition dates: _____ to _____

Final Review

_____ **Final Review:**
A final review, by the thesis committee, is required prior to the installation of the thesis exhibit.

Supporting Document

_____ **Supporting Thesis Document:**
Written with supervision of advisor and committee members.

_____ Date of rough draft.
_____ Date of second draft.
_____ Additional draft (if required)
_____ Additional draft (if required)
_____ Final draft presented.

Oral Defense

_____ **Oral Defense:**
Will take place during thesis exhibit at least one week before graduation.

Scheduled date: _____

Thesis Approval Form

_____ **Thesis Approval Form:**
This form will be filled out and signed by the committee after successful completion of the oral examination. The candidate's advisor will supply the form. This form is then filed in the Graduate School Office by the candidate's advisor.

Thesis Proposal

Thesis Proposal

INSTITUTIONAL SYLLABUS

- I. **Course Title:** Thesis Proposal
- II. **Course Prefix Number:** AR 597
- III. **Credit Hours:** 3
- IV. **Pre-requisites / Co-requisites:** AR 503 Research Methods for the Visual Arts
AR 505 Seminar in Art

V. Catalog Description:

The course includes preliminary work for the student's thesis body of work and supporting paper, including: identification of artistic influences, historical influences and the conceptual framework for the body of work. Students will write a paper detailing these influences and making connections to the direction of their work.

VI. Curricular Relationships:

This course is the pre-requisite for AR 598 Thesis. It is required for all MA in Art students and must be completed the semester before the student begins their thesis work.

VII. Relevant Program Goals

Goal #1:

To provide students with the opportunity to develop their art making to a highly professional level within an academic environment.

Goal #2:

To enable students to develop their ability to research topics and concepts within a visual arts context.

Goal #3:

To give students the skills necessary for study at the MFA level.

VIII. Student Learning Outcomes:

Students completing this course will be able to:

<i>Student Learning Outcomes</i>	<i>Relevant Program Goal</i>	<i>Assessment Measures</i>
1. Articulate their artistic influences and identify connections to their own artistic practice	Goal 1, 2, 3	Thesis Proposal

2. Articulate historical influences and identify connections to their own artistic practice	Goal 1, 2, 3	Thesis Proposal
3. Articulate the conceptual influences and describe the conceptual framework for their work	Goal 1, 2, 3	Thesis Proposal
4. Demonstrate the ability to write effectively about artwork, including their work and that of other artists	Goal 1, 2, 3	Thesis Proposal

IX. Content Outline:

The course will be taught as an independent study class. Students will identify and research the artists and ideas pivotal to their work. They will write a thesis proposal that will encompass the first 4 sections of their final thesis paper, which will be completed during their thesis semester. The sections that comprise the Thesis Proposal are:

- A. Introduction (1page)
 - 1. The introductory section contains the thesis statement (a single sentence that formulates both the topic and the artist's point of view towards it). This section should also present the main ideas of the thesis in brief form.
- B. Historical Background (2-3 pages)
 - 1. This section should address the historical influences on the work. This could include art historical influences.
 - 2. Historical background should be formally introduced with all terminology and concepts defined.
- C. Artistic Influences
 - 1. This section should identify and discuss specific artists that have influenced the work or the artist and demonstrate how this influence can be seen in the work. Artistic influences could be stylistic, but could also address philosophical, technical or conceptual influences on the artwork or approach to art-making.
- D. Theoretical & Conceptual Framework (3-5 pages)
 - 1. This section of the thesis describes the concept or ideas that form the basis of the thesis exploration. It should specify artistic or philosophical theories that are important to the work and can include influences outside the realm of art. It should discuss how these ideas are conveyed in the work:
 - 2. Theoretical influences should be formally introduced with all terminology and concepts defined. This should first be presented in a broad fashion, with subsequent focus on specific linkages relevant to the work.

Student will also present their proposal orally at the Graduate Review. The oral proposal will include the components in the written proposal and make specific connections to the students studio work. The advisor will meet with the student regularly to discuss their progress and prepare for the oral proposal.

X. Course Procedures/Policies:

The student's advisor will serve as the instructor of record. The student will also select 2 additional faculty members to serve on their thesis committee at the time they enroll in the thesis proposal class. These three individuals will serve as the student's thesis committee.

The course will be comprised of two main components:

1. Written thesis proposal as outlined above.
 - a. 2 drafts
 - b. Final proposal
2. Oral thesis proposal/Graduate Review

The student will complete the written thesis proposal sections as described above. These will subsequently be incorporated into the final thesis supporting paper. The oral proposal/Graduate Review will be accompanied by an abstract of the larger thesis proposal. The abstract should not exceed 3 pages.

Grades will be based on the following:

- Written Thesis Proposal 70%
- Oral Thesis proposal/Graduate Review 30%

The advisor will review the initial draft. The entire committee will review subsequent drafts. The thesis project will be graded based on the overall success of the student in addressing all components of the proposal using a standardized grading rubric for all graduate students. The thesis committee will consider input from the entire faculty on the proposal presented at graduate Review when determining the overall course grade. A minimum of a 'B' is required to pass the thesis proposal and advance to AR 598 Thesis.

XI. Required / Recommended Reading:

Readings will be assigned at the discretion of the instructor.

XII. Any Issues Unique to this Course:

None.

XIII. Additional Issues of the Department's Choosing:

Current Art Department policies will be included in the instructor's course syllabus.

XIV. Syllabus Statement Regarding Course Adaptations or Accommodations:

Adams State University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Adams State University is committed to achieving equal

educational opportunities, providing students with documented disabilities access to all university programs, services and activities. In order for this course to be equally accessible to all students, different accommodations or adjustments may need to be implemented. The Office of Disability Services can be contacted at odsd@adams.edu, and 719-587-7746. They are your primary resource on campus to discuss the qualifying disability, help you develop an accessibility plan, and achieve success in your courses this semester. Please make an appointment with them as early as possible this semester, to receive letters to present to me so that we can discuss how potential accommodations can be provided and carried out for this course. If you have received Accommodation Letters for this course from ODS, please provide me with that information privately so that we can review your accommodations together and discuss how best to help you achieve equal access in this course this semester.

XV. Statement Regarding Academic Freedom & Responsibility

Academic Freedom and Responsibility: *for courses that do not involve students in research:*

Academic freedom is a cornerstone of the University. Within the scope and content of the course as defined by the instructor, it includes the freedom to discuss relevant matters in the classroom. Along with this freedom comes responsibility. Students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Students are free to take reasoned exception to the views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.*

XVI. Sample Rubrics

Written / Oral Thesis Proposal Rubric:

A Excellent	B Good	C Marginal	D/F Unacceptable
Passing grades		Failing grades	
Technical Skill (Written)			
Paper has no spelling, punctuation or grammar mistakes.	Paper has minor spelling, punctuation or grammar mistakes	Paper has significant spelling, punctuation or grammar mistakes	Paper has significant spelling, punctuation and grammar mistakes
Technical Skill (Oral)			
Student is well prepared. Artwork is well presented. Oral presentation is clear and professional.	Student is adequately prepared. Artwork is adequately presented. Oral presentation is somewhat lacking in clarity and professionalism.	Student is poorly prepared. Artwork is poorly presented. Oral presentation is lacking in clarity and professionalism.	Student is unprepared. Artwork is not presented. Oral presentation is severely lacking in clarity and professionalism.
Ideas are clearly presented and well organized	The ideas can be grasped but they are not clearly presented	The ideas are present but difficult to determine	It is impossible to identify the ideas
Artistic & Historical Influences (Written and Oral)			
Major influences are clearly identified and connections are made to the student's work	Some influences are identified and connections are made to the student's work	Some influences are identified but the connections to the student's work are unclear	No influences are identified
Conceptual Analysis (Written and Oral)			
Identifies all conceptual aspects of the student's work	Identifies some of the conceptual aspects of the student's work	Identifies only a few of the conceptual aspects of the student's work	Does not identify the conceptual aspects of the student's work
Articulates the relationship of concepts to the artist's studio production clearly	Articulates the relationship of concepts to the artist's studio production but is very general	The relationship of concepts to the studio production are suggested but vague	The relationship of concepts to the studio production is not stated

Thesis Exhibition & Supporting Document Information

Thesis

INSTITUTIONAL SYLLABUS

- I. COURSE TITLE:** Thesis
- II. COURSE PREFIX NUMBER:** AR598
- III. CREDIT HOURS:** 6
- IV. PRE-REQUISITES:** None
- V. CATALOG DESCRIPTION:**

The thesis must be comprised of creative work in one of the major disciplines. A graduate exhibition of the creative work will be required. A supporting paper that expands on the thesis proposal and that describes the creative project, its conceptual framework, and artistic influences, as well as contextualizing the project within art history must accompany creative work. The supporting paper must be defended during the student's final review.

- VI. CURRICULAR RELATIONSHIPS:**

This course is required of all students pursuing the MA in Art and is the culminating review for the graduate art program.

- VII. RELEVANT PROGRAM GOALS:**

Goal #1:

To provide students with the opportunity to develop their art making to a highly professional level within an academic environment.

Goal #2:

To enable students to develop their ability to research topics and concepts within a visual arts context.

Goal #3:

To give students the skills necessary for study at the MFA level.

VIII. STUDENT LEARNING OUTCOMES:

<i>Student Learning Outcomes</i>	<i>Relevant Program Goal</i>	<i>Assessment Measures</i>
1. Students will develop a body of work in their major area of concentration that is technically excellent and conceptually cohesive.	Goal 1, 3	Thesis Exhibition
2. Students will present their work professionally and consider all related aspects (framing, pedestals) as an integral component of the technical and conceptual aspects of the creative project.	Goal 3	Thesis Exhibition
3. Students will exhibit their creative work in a professional manner usually within one of the departmental art galleries.	Goal 3	Thesis Exhibition
4. Students will complete a supporting paper that describes the creative project, its conceptual framework, and artistic influences, as well as contextualizing the project within art history.	Goal 2	Supporting Paper
5. Students will be able to defend their creative work and supporting paper in a final oral exam.	Goal 2, 3	Oral Exam

IX. CONTENT OUTLINE:

The following topics will be covered during the course of the semester:

1. Thesis Creative project
 - a. Identification techniques for and scope of the body of work
 - b. Completion of the body of work
 - c. Presentation & exhibition of the work
 - d. Supporting document expanded from Thesis Proposal
 - i. Introduction (included in Thesis Proposal)
 - ii. Historical background (included in Thesis Proposal)
 - iii. Artistic Influences (included in Thesis Proposal)
 - iv. Theoretical & Conceptual framework (included in Thesis Proposal)

- v. Technical processes
- vi. Description & analysis of the creative work
- vii. Conclusion
- e. Oral defense

X. COURSE PROCEDURES / POLICIES:

This course will be composed of the following components: 1) Identifying techniques for, and scope of the body of work, 2) Completing the body of work 3) Completing the thesis document begun in AR 597 Thesis Proposal, 4) exhibiting the creative work, and 5) defending the work and paper in an oral defense.

The student will be expected consult their advisor to identify the scope of the thesis project and work independently to complete it. The student is expected to meet regularly with their thesis committee made up of their advisor and 2 additional full-time faculty members in the art department to discuss progress. The student's major advisor will act as the chair of the thesis committee that will supervise and advise the student in all phases of the thesis work. The thesis committee will conduct the oral defense of the thesis project and determine whether the student has passed their thesis.

The thesis project will be graded based on the overall success of all components of the project using a standardized grading rubric for all graduate students. The grades of each committee member will be averaged to determine the final thesis grade. A minimum of a 'B' is required to pass the thesis and complete the MA in Art degree. The grade breakdown for the various components is as follows:

- 70% Creative Work / Thesis Exhibition
- 30% Supporting Thesis Paper & Oral Examination

Procedures for the Supporting Paper

The MA in Art Graduate Handbook provides detailed instructions and guidelines for each section of the supporting paper. The first 4 sections of the paper will come from the Thesis Proposal. The thesis paper will expand on these sections to fully describe all aspects of the thesis work. In general, the paper should be between 10 and 15 pages. The student must submit drafts to the prescribed committee members on or before the specified deadlines provided each semester. Failure to submit a draft by the deadlines results on the forfeiture of feedback on that draft as well as a 10% reduction in the final grade for the paper. The first draft will be submitted to the chair and should contain all sections. The final section on analysis of the creative work may be incomplete. The second draft is submitted to the entire committee. The third draft is submitted to the entire committee. If the third draft is deemed unacceptable the student will not be permitted to mount their exhibition, participate in oral exams or graduate until all recommended changes are made. All drafts must be proofread by a knowledgeable proofreader prior to submission. Faculty will not read or provide feedback on drafts with excessive typos, grammatical, spelling or formatting errors.

Procedures for the Creative Work

The student will be expected consult their advisor to identify the scope of the thesis project and work independently to complete it. The student's major advisor will act as the chair of the thesis committee that will supervise and advise the student in all phases of the thesis work. Students are expected to meet individually with each committee member prior to the start of thesis pursuit. In addition, students are expected to meet with the entire committee regularly. In general, residential thesis students should meet with their advisor weekly, and the entire committee monthly. Non-residential students should meet with their advisor monthly but communicate by phone or email more frequently, and with the entire committee at least once during the process of completing their thesis. The advisor and student must agree to any alternative methods of meeting.

XI. REQUIRED READINGS:

Readings will be assigned at the discretion of the instructor.

XII. UNIQUE ISSUES TO THE COURSE:

This course may include investigations into a wide variety of beliefs and philosophies, some of which be of a controversial nature. The student assumes responsibility for exhibiting work in a responsible manner that is sensitive to the mission of the college and the nature of an audience at an educational institution.

The course also may include investigations into a wide variety of processes and techniques, some of which could be hazardous to the student's health. The student is responsible for researching any such hazards and assumes responsibility for any negative consequences to themselves, or the facilities and equipment used to conduct the research. The advisor will inform the student of any hazards they are aware of prior to the start of the research project

XIII. ADDITIONAL ISSUES OF THE DEPARTMENTS CHOOSING:

This course will be offered only as an independent study course. The student will submit a copy of the thesis document to their advisor, each thesis committee member, the department and the library as a permanent record of their research project. In addition the department will retain an artwork from the exhibition for its permanent collection that is representative of the thesis project.

XIV. Syllabus Statement Regarding Course Adaptations or Accommodations:

Adams State University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Adams State University is committed to achieving equal educational opportunities, providing students with documented disabilities access to all university programs, services and activities. In order for this course to be equally accessible to all students, different accommodations or adjustments may need to be

implemented. The Office of Disability Services can be contacted at odsd@adams.edu, and 719-587-7746. They are your primary resource on campus to discuss the qualifying disability, help you develop an accessibility plan, and achieve success in your courses this semester. Please make an appointment with them as early as possible this semester, to receive letters to present to me so that we can discuss how potential accommodations can be provided and carried out for this course. If you have received Accommodation Letters for this course from ODS, please provide me with that information privately so that we can review your accommodations together and discuss how best to help you achieve equal access in this course this semester.

XV. Statement Regarding Academic Freedom & Responsibility

Academic freedom is a cornerstone of the University. Within the scope and content of the course as defined by the instructor, it includes the freedom to discuss relevant matters in the classroom. Along with this freedom comes responsibility. Students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Students are free to take reasoned exception to the views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.*

XVI. Sample Rubrics

Thesis Exhibition Rubric			
Passing grades		Failing grades	
A Excellent	B Good	C Marginal	D/F Unacceptable
Design, execution of techniques and use of materials is outstanding. No design or technical flaws are evident	Design, execution of techniques and use of materials is good. Minor design and technical flaws are evident	Design, execution of techniques and use of materials is marginal. There are obvious design and technical flaws	Design, execution of techniques and use of materials is poor. There are overwhelming design and technical flaws
Artwork is well lit & displayed professionally and appropriately for the media used	Artwork is well lit and is displayed appropriately but not professionally	Artwork is poorly lit but displayed appropriately\or well lit but displayed poorly	Artwork is poorly lit or and is not displayed appropriately
Artwork displayed shows a lot of creativity and originality; shows unique viewpoint towards subject and concept	Artwork displayed has some creativity and originality; viewpoint towards subject and concept shows some personal interpretation but also reflects existing modes of representation	Artwork reflects existing modes of representation but exhibits some personal interpretation of subject and concept	Artwork shows little creativity or originality; artwork replicates existing modes of representation

Supporting Paper			
A Excellent	B Good	C Marginal	D/F Unacceptable
Major artistic and historical influences are clearly identified and connections are made to the student's work	Some artistic and historical influences are identified and connections are made to the student's work	Some artistic and historical influences are identified but the connections to the student's work are unclear	No artistic and historical influences are identified
Articulates the conceptual framework of the artist/artworks clearly	The conceptual framework of the artist/artwork is stated but is very general	The conceptual framework of the artwork is suggested but is vague	The conceptual framework of the artwork is not stated
Thorough analysis of the artwork presented	General analysis of the artwork presented	Minimal analysis of the artwork presented	No analysis of the artwork presented
Paper has no spelling, punctuation or grammar mistakes.	Paper has minor spelling, punctuation or grammar mistakes	Paper has significant spelling, punctuation or grammar mistakes	Paper has significant spelling, punctuation and grammar mistakes
Ideas are clearly presented and well organized	The ideas can be grasped but they are not clearly presented	The ideas are present but difficult to determine	It is impossible to identify the ideas
Oral Examination			
A Excellent	B Good	C Marginal	D/F Unacceptable
Artist articulates the influences and concepts in their work clearly and explains all aspects of their decision making process	Artist articulates the influences and concepts in their work clearly and makes some connections to their decision making process	Artist articulates some influences and concepts in their work and implies their connection to their decision making process	Artist has difficulty articulating the influences and concepts in their work and cannot make connections to their decision making process.
Responses align directly with the supporting paper	Responses are similar the ideas stated in the supporting paper	Responses are loosely related to the ideas stated in the supporting paper	There is very little correspondence between the responses and the ideas stated in the supporting paper

Due dates

Supporting Document:

(Written with supervision of advisor and committee members)

Specific deadlines and dates are set by the art department at the start of each semester.

Approximate Deadlines:

- A. Rough draft (written during AR579 Thesis Proposal)
 - 1. the start of the semester of the thesis exhibition
 - a. Sept. ____ for grad in Dec. (fall)
 - b. Jan. ____ for grad in May (spring)
 - 2. 1 copy to the advisor (must be proofread)

- B. Second draft
 - 1. two weeks after the first draft
 - 2. one copy per committee member

- C. Third draft
 - 1. One month before the exhibition announcements are printed (check with gallery director for an exact date)
 - 2. If the thesis committee feels the thesis paper is unsatisfactory at this time the thesis exhibition will be canceled.

- D. Final Paper
 - 1. at least one week prior to thesis exhibition opening.

- E. Presentation of Final Paper *(Refer to M.A. Supporting Paper Guide)*
 - 1. MLA style format only
 - 2. Five copies (one for each committee member & permanent collection & library copy)
 - a. Four copies of the thesis must be spiral bound
 - b. One copy of the thesis (for the library) must be unbound
 - c. The copies for the committee chair, permanent collection and library must be in color.
 - 3. One copy will be retained for the permanent collection and must contain a CD of all works included in the thesis exhibition.

Thesis Exhibition:

- A. Exhibition dates must be arranged with the gallery director by the end of the first full year of graduate school.

B. The candidate is responsible for the installation and removal of their exhibition, including returning the gallery to its original state.

C. One work selected from the thesis exhibition will be donated by the candidate for the permanent collection. The students will sign the work over to the art department using the form found in Sample Forms. The committee will select the work for donation after the oral examination. (Please make sure all works are available until after the exhibition.)

Oral Defense

A. Will take place during the thesis exhibition at least one week before graduation.

1. It is the MA candidate's responsibility to contact all committee members and arrange a date and time for the oral exam.

Thesis Assessment Rubric

	C (Unsatisfactory)	B (Satisfactory)	A (Excellent)
Creative Work			
Technical Skill			
Conceptual Cohesiveness			
Creativity/Originality			
Presentation (Framing)			
Overall Exhibition Appearance			
Supporting Thesis Paper			
Description of Artworks in Exhibition			
Description of Artistic Influences			
Articulation of Conceptual Framework			
Contextualization of Artwork within Art History			
Oral Examination			
Articulation of Concepts			
Explanation of Technical Choices			
Ability to Relate Artwork to Art History			
Ability to Articulate Artistic Influences			
Explanations correspond with Supporting Paper			
Ability to Defend Decision Making			
OVERALL THESIS EVALUATION			

Final Check Sheet

**Master of Arts in Art
Graduate Student Final Check Sheet**

Failure to turn in completed form by the end of the semester will result in a grade of "IN" as it is a non-completion of course requirements. The "IN" will remain until either all elements of this checklist are complete or a year's time has elapsed. At the end of one year, that "IN" will automatically change to an "F" for AR 598 Thesis.

Initials of primary Professor required

_____ Bound copies of Thesis turned in.

_____ Collection copy (color)

_____ Thesis Committee member's copies (b & w or color, one for each member)

_____ Unbound Library copy of thesis (color)

_____ Art work for permanent collection & donation form

_____ Studio cleaned

_____ All equipment returned (slides, projectors, etc.)

Initials of specific areas required

_____ Books returned to Library (*library*)

_____ Keys returned (*facilities*)

_____ Department fees paid (*Admin. Assistant*)

Signatures required:

_____ Major Professor _____ Date

_____ Department Chair _____ Date

_____ Graduate Student _____ Date

Supporting Paper Guide

I. General Expectations

In general, the paper should be between 10 and 15 pages. The student must submit drafts to the prescribed committee members on or before the specified deadlines provided each semester. Failure to submit a draft by the deadlines results on the forfeiture of feedback on that draft as well as a 10% reduction in the final grade for the paper. The first draft will be submitted to the chair and should contain all sections. The final section on analysis of the creative work may be incomplete. The second draft is submitted to the entire committee. The third draft is submitted to the entire committee. If the third draft is deemed unacceptable, the student will not be permitted to mount their exhibition, participate in oral exams or graduate until all recommended changes are made. The Thesis exhibition and oral examination may be deferred to the subsequent semester. All drafts must be proofread by a knowledgeable proofreader prior to submission. Faculty will not read or provide feedback on drafts with excessive typos, grammatical, spelling or formatting errors.

II. Format

The main body of the thesis is to follow MLA guidelines, i.e., spacing, footnotes, bibliography, etc. Other pages, e.g. Title, Signature, etc., should follow the format provided in this guide. A copy of the MLA handbook is located in the art office. In addition, the Purdue Online Writing Lab website provides information on the most recent MLA version: <http://owl.english.purdue.edu/owl/resource/747/01/>

- A. Title Page
- B. Signature Page
- C. Acknowledgements Page (Optional)
- D. Table of Contents Page
- E. Body of Paper
 - i. Introduction
 - ii. Historical background
 - iii. Theoretical & Conceptual framework
 - iv. Artistic Influences
 - v. Technical processes
 - vi. Description & analysis of the creative work
 - vii. Conclusion
- F. Works Cited
- G. Figures Cited
- H. Slide/Image Reference List

III. Main Body of Paper

A. Introduction (1page)

1. The introductory section contains the thesis statement (a single sentence that formulates both the topic and the artist's point of view towards it). This section should also present the main ideas of the thesis in brief form. An outline of the overall direction of the thesis so as to orient the reader, and/or the proposal of any question(s) to be researched, explored, and answered via the paper should also be included in this section.

B. Historical Background (2-3 pages)

1. This section should address the historical influences that your ideas and work have within a larger context. This could include art historical influences.

2. Historical background should be formally introduced with all terminology and concepts defined. This should first be presented in a broad fashion, with subsequent focus on specific historical linkages relevant to your work.

C. Artistic Influences

1. This section should identify and discuss specific artists that have influenced your work. While the historical background discusses the broader art historical context for your work, the artistic influences are specific. Artistic influences could be stylistic, but also address philosophical, technical or conceptual influences on your artwork or approach to artmaking.

D. Theoretical & Conceptual Framework (3-5 pages)

2. This section of the thesis describes the concept or ideas that form the basis of your thesis exploration. It should specify artistic or philosophical theories that are important to your work and can include influences outside the realm of art. It should discuss the following in relation to your work:

a. What is the main idea behind your work? (this refers to the 'Why' behind your work, not the 'What')

b. What ideas are important influences on your work? E.g. aesthetic philosophies; ideologies such as feminism, Marxism or existentialism; psychological ideas, etc

c. In general, how are these ideas conveyed in your work?

2. Theoretical influences should be formally introduced with all terminology and concepts defined. This should first be presented in a

broad fashion, with subsequent focus on specific historical linkages relevant to your work.

E. Technical Processes

1. This section discusses the technical decisions you have made with regards to use of medium and materials, framing and gallery presentation.

It should include:

- a. Identify the medium/media used
- b. Explain why those media were chosen in relation to your concept
- c. Identify any unique approaches to media in your work

F. Description & Analysis of Creative Work

1. This section describes how all of the components of the thesis above are seen in specific artworks. It should discuss works representative of your thesis and address the following:

- a. How are the artistic and historical influences seen in these pieces?
- b. How do these works convey the main concept?
- c. How do the technical choices, including use of media and display decisions, help convey the concept?

2. The analysis of creative work usually discusses every work of art in the exhibition. However if the thesis works can be divided into several distinct categories, and a specific work is representative of the approach and concept of several works in one category, a discussion of a single work from each category in the exhibition is acceptable.

G. Conclusion

1. The conclusion should summarize the main ideas relevant to the thesis and how they are seen in the artwork. It should not simply repeat the introduction. The paper's conclusion needs to be clear and concise.

- a. New information should not be introduced in this section
- b. A well-supported conclusive statement which summarizes the main points in the paper is required.

III. General Guidelines for Writing your Thesis Paper

A. Thesis Statement:

- Must state the conceptual approach to the thesis and medium use within one or two sentences.
- Must be written in 3rd person and in MLA Style

B. Outline:

- Must be written in MLA style
- See the sample outline on the preceding page for basic content and structure.
- See the MLA sample paper at the website below for more detail in regards to current formatting requirements:

<http://owl.english.purdue.edu/owl/resource/557/17/>

- Add as many sub-points as needed in any of the main headings of the outline.
- Note that influences can be philosophical in addition to direct influences such as style that are easily seen in your work.
- Make sure that the relevance to your own thesis work is clear when discussing the historical background, artistic influences and any theoretical influences. Describe how the main ideas discussed are exemplified in your work.

C. Thesis Paper:

- Must be written in MLA Style
- For current information on MLA formatting of thesis papers refer to the sample paper at the link below:
<http://owl.english.purdue.edu/owl/resource/557/17/>
- Must be proofread by a knowledgeable proofreader (not the writer of the paper) prior to all submissions to the advisor and thesis committee.
- Must be submitted according to the deadlines established by the art department each semester in order for the thesis exhibition to be mounted as scheduled.

D. Title Page:

Sample pages for the Title Page, Signature Page, Acknowledgement Page and Table of Contents follow to provide examples specific to the fine arts discipline. All other formatting should follow current formatting as found in the sample paper at the link below:

<http://owl.english.purdue.edu/owl/resource/557/17/>

Sample Title Page

Exhibition Title Goes Here

by

Mary Sue Cobalt

A thesis submitted to the faculty
of Adams State University in partial
fulfillment of the requirements
for the degree of
Master of Arts in Art

Alamosa, Colorado

April 27, 1999

ADAMS STATE UNIVERSITY
SUPERVISORY COMMITTEE APPROVAL
OF A THESIS SUBMITTED BY

Mary Sue Cobalt

Prof. Jane Doe
Chairperson, Supervisory Committee

Date

Prof. John Smith
Member, Supervisory Committee

Date

Prof. Mary White
Member, Supervisory Committee

Date



Sample Acknowledgement Page

All margins are 1 inch

If providing an acknowledgement page begin with Roman numeral iv

ACKNOWLEDGEMENTS

I would like to thank Prof. Jane Doe for her limitless communications with aspects relating to my thesis as well as my program of studies. I would also like to thank Prof. John Smith and Prof. Mary White for providing support and information regarding all aspects of my graduate pursuit. I wish also to recognize both my parents for the motivation, support and inspiration which I received during my Masters program at Adams State University.

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TABLE OF CONTENTS

I. Introduction:(page number)
Drawing from creative body of work and selected factual information relating to the conceptual framework and artistic influences on the thesis work. Thesis statement provided as well as projected format of information to be discussed.
A. Thesis statement and a description of how appropriate material will be organized to form conclusive statements.
B. Approach to proposed work.
C. Brief reference to historical background influencing the work.
D. Brief reference to the theoretical and conceptual framework for the thesis work.
E. Brief reference to artistic influences on the thesis work.
F. Brief to technical choices made.

II. Historical Background:(page number)
Relevant historical consideration related the thesis work is provided
A. Review of relevant historical influences and styles.
B. Application of historical influences on the thesis work.

III. Artistic Influences:(page number)
Discussion of artists that influences the thesis work and how these influences are seen
Discussion of artist #1's work, influence and it's application to the thesis work.
Discussion of artist #2's work, influence and it's application to the thesis work.
Discussion of artist #3's work, influence and it's application to the thesis work.
Discussion of artist #4's work, influence and it's application to the thesis work.

IV. Theoretical and Conceptual Framework:(page number)
Relevant consideration of theoretical and conceptual influences and approaches
Discussion of theoretical influences
Discussion of the main concepts used in the thesis work.

V. Technical Processes:(page number)
Discussion of technical choices related to the thesis work
A. Methods used and reasons for these choices.
B. Technical decisions as related to conceptual framework.
C. Gallery display

VI. Description and Analysis of the Creative Work: (page number)
Pertinent information concerned with the production of specific Thesis works.
1. Artwork #1
 a. formal evaluation, conceptual application and concluding thoughts.
2. Artwork #2
 a. formal evaluation, conceptual application and concluding thoughts.
3. Artwork #3

a. formal evaluation, conceptual application and concluding thoughts.

VII. Conclusion(page number)

- A. Personal thoughts pertaining to own motivation on Thesis work.
- B. Reiteration of thesis material
- C. Follow up thoughts and evaluation

Sample Forms

Application Information, Forms & Links:

Complete an Application Form and Form D online at
<http://www.adams.edu/academics/art/grad-program.php>

Remaining required materials should be sent directly to the art department:

Art Department
Adams State University
208 Edgemont Blvd, Suite 2160
Alamosa, CO 81101

Thesis Proposal Approval



**ADAMS STATE UNIVERSITY
THESIS PROPOSAL APPROVAL**

This Thesis Proposal for the M.A. Degree

By _____
Name of Student

Has been approved for the
Department of Art

Title of proposed Thesis or Creative Project

Approved by

1. _____ Date _____
Faculty
2. _____ Date _____
Faculty
3. _____ Date _____
Faculty
4. _____ Date _____
Faculty
5. _____ Date _____
Faculty
6. _____ Date _____
Faculty

Thesis Approval

**ADAMS STATE UNIVERSITY
GRADUATE STUDIES
THESIS APPROVAL**

This is to certify that

Name of Student

Has satisfactorily completed
A graduate creative research project
And supporting paper on the topic:

Approved by

1. _____ Date _____
Chair of Committee
2. _____ Date _____
Member
3. _____ Date _____
Member



Donation of Representative Artwork



Donation of Representative Artwork

I, _____, as one of the requirements for the MA in Art degree, hereby agree to donate from my thesis exhibition

_____ to the Adams State University art department permanent collection, the artwork described below:

Artwork Description:

Title: _____

Medium: _____

Size: _____

Insurance Value: _____

Artist's Signature: _____ Date: _____

Thesis Committee Chair Signature: _____ Date: _____

Art Department Chair: _____ Date: _____

Additional Forms

Special Readmit Form

<http://www.adams.edu/gradschool/special%20readmission%20form%2053012.pdf>

Application for Graduate Assistantship

<http://www.adams.edu/gradschool/graduate-assistantship.pdf>

Graduate Incentive Grant Application

<http://www.adams.edu/gradschool/gig%20application.pdf>

Good Neighbor Scholarship Application

<http://www.adams.edu/gradschool/gns%20application.pdf>

Application for Graduation

<https://adamsstate.wufoo.com/forms/xx5d2yk0nbv2gt/>