

a note from the chair

August, 2006

To the Art Students of Cedarville University,

We of the art and music faculty are pleased to welcome you to the Studio Art and Graphic Design programs at Cedarville University. We look forward to the opportunity to help you develop the artistic gifts that God has given you.

The Art Student's Survival Guide is a compilation of information, policies and procedures for the department. In combination with the University catalog, it is the authoritative resource on all departmental policies regarding art students. It is your responsibility to read this document and to pay close attention to the items that directly concern you. If you have any questions about these policies, please contact one of the art faculty or the department's administrative assistant.

You have chosen a field of study that requires much discipline but also gives many joyful rewards. May the Lord bless you on this exciting journey!

Steven Winteregg,
Chair
Department of Music and Art

music & art mission statement

The purpose of the Department of Music and Art is to help students develop an appreciation and understanding of the musical and visual arts consistent with a biblical worldview. The department seeks to help students gain an understanding of the responsibility of stewardship, service, and worship that is placed upon those to whom God has given musical and artistic talents. Students completing programs in music, art and design will be able to:

1. Demonstrate an understanding of technical skills necessary for the solo performance of music and the individual creation of art.
2. Articulate a biblical philosophy of fine and performing arts that reveals an understanding of the integration of faith and learning.
3. Demonstrate awareness of historical as well as modern styles of music and art.
4. Manifest attitudes necessary to guide others toward an increased understanding of the arts.
5. Participate in performances or presentations that contribute to the artistic cultures of the University and the community.

Department Chairman

Steven Winteregg, D.M.A., The Ohio State University, 1987. Chair of the department and professor of composition. Dr. Winteregg is an award-winning composer and has had many of his compositions performed around the world. He has also served as Principal Tuba in the Dayton Philharmonic Orchestra. He joined the Cedarville University faculty in 2004.

faculty members

Full-Time Faculty

Cedarville University offers to the student a highly skilled and credentialed art faculty. Besides their campus responsibilities, members of the art faculty are practicing artists or lecturers in their areas of expertise.

Terry Chamberlain, M.A., Bob Jones University, 1972. Mr. Chamberlain is a highly respected member of the Ohio art community and oversees the Art Program which resides in the Department of Music and Art. Mr. Chamberlain joined the faculty of Cedarville University in 1996 after a twenty-five year career in public and Christian school education.

Timothy Frame, B.A. Morehead State University, 1983. Mr. Frame has over 18 years of experience in graphic design and visual communications. His broad range of experience includes the design of corporate identity systems, retail graphic programs, environmental graphics, as well as advertising, packaging, and publication design. He has done graduate work at Western Carolina University. He has been at Cedarville since 2003.

Aaron Gosser, B.A. Goshen College. Mr. Gosser has worked throughout the Midwestern United States and Europe. He has been at Cedarville since 2005.

Daniel Sternsher, M. Ed. of Career and Technology Education & B.S. of Technology in Design from Bowling Green State University. Mr. Sternsher has over 20 years of experience in instructional design, graphic design, photography, and technical writing. He has been at Cedarville since 2001.

The Adjunct Faculty members are:

Bruce Grimes, Ceramics and Sculpture
Kerry Estes, Graphic Design

Music and Art Department Administrative Assistant

The Music and Art Department administrative assistant works for the Department Chair and all other professors; she does not work for the students or for student organizations. She is able to provide a wide variety of information concerning the department and its policies and can interpret all departmental requirements and details of this Handbook for you.

The Music and Art Department administrative assistant is Mrs. Pam Miller. She has been the administrative assistant since 1997.

majors

Graphic Design - B.A.: The B.A. in Graphic Design prepares students for a career in visual communication. The artist is generally identified as a graphic designer, visual designer, design consultant, or communication designer. More specifically, career opportunities include the design of advertising, exhibitions, publications, corporate identity, packaging, books, signs, magazines, multimedia presentations, and Web pages. Employment may be with an organization or business, a design agency, or in a free-lance capacity. Students may choose to combine the major with a specific minor that enhances their potential for a wide diversity of graphic design-related career options, including professional writing, marketing, business management, or electronic media. Course requirements involve 62 semester hours, including 54 design studio semester hours and 8 art/EMTC electives.

Studio Art - B.A.: The Bachelor of Arts in Studio Art is designed for students with a strong interest in a variety of traditional studio disciplines such as drawing, painting, printmaking, and sculpting. The major is ideally suited for students who plan to complete graduate programs in art and arts-related fields. Examples include art education, museum studies, art preparation, art therapy and illustration. Course requirements involve 62 semester hours, including 54 studio art semester hours and 8 art electives.

Academic Advising and the Student

Each art major has a professor in the Art Department as their academic advisor. When possible, faculty advisors are assigned to provide the best possible match with the student's major.

Your academic advisor is your primary resource for information regarding your schedule and must give you your registration code before the Academic Services office will let you register online for classes each semester. Be sure to schedule an appointment with your advisor in advance (this should be done directly with the professor and not through the Music and Art Office, unless your advisor is the Department Chair); give him and yourself enough lead time so that you can create the best possible schedule. Your faculty advisor can be a tremendous resource at all times during the semester. Don't wait for registration week to seek him out for a quick signature; he is willing and able to help you with a wide range of decisions.

If your academic advisor is not on campus when you need advice, please see the administrative assistant. She often can direct you to the proper source for help.

electives requirements &

scholarships

Many students find it to their advantage to minor in art or graphic design, either to continue their art education for self-improvement or to enhance their employability with a second academic field. An academic minor in art can greatly benefit majors in communication arts, education, interdisciplinary arts, and other major fields. If you are an art minor, we suggest that you remind your faculty advisor of this fact each semester and that you check periodically with the administrative assistant in the Music and Art Office to make sure you are getting your art or graphic design courses in the proper sequence.

Undeclared Students

Students with an undeclared major who have a strong interest in art or graphic design may request an art faculty member as an academic advisor. See Academic Services to make this request. If you have questions, see the administrative assistant.

CLEP

We encourage all music students to investigate CLEP as a means of freeing-up hours in their schedules. Students at Cedarville University may substitute qualifying CLEP scores for up to 30 hours of catalog requirements. Check with the Admissions office for a schedule of CLEP test opportunities.

Scholarships and Awards

The Music and Art Department awards various scholarships and awards at the annual Honors Day Chapel. At present, these awards include only the following:

The Rietveld Fine Arts Award: This award, consisting of a \$500 scholarship, was established by Mr. and Mrs. Floyd Rietveld and is given annually to the junior or senior demonstrating consistent and outstanding ability and development in the fine arts. Criteria for selection include classroom excellence, performance abilities, leadership qualities, and evidence of a life dedicated to serving and honoring the Lord Jesus Christ. The Academic Vice President and the Music and Art Department Chair make the annual selection.

Seminar Attendance

For enrichment purposes, several seminars are scheduled each year. This is an opportunity for students to interact with professional artists and graphic designers. Attendance at these seminars is expected and a requirement for graduation. The only acceptable excuse for absence is a written doctor's excuse, or catastrophic circumstances in your immediate family which require you to leave the campus.

policies

Security & Studio Use

Keys:

Each student enrolled in a course may gain access to buildings or individual room by using your identification card as a swipe key.

Building Hours:

Fine Arts: M-S: 7:00 a.m.-11:00 p.m.

Sunday: Noon-11:00 p.m.

Tyler Design Lab: M-F: 7:00 a.m.-11:00 p.m.

Saturday: 10:00 a. m.-11:00 p.m.

Sunday: 7:30 p.m.-10:00 p.m.

All other offices and classrooms will be opened by authorized personnel at appointed times.

Room Usage Policy

Use of classrooms and art studios is restricted to art students enrolled in art and graphic design courses.

All buildings should be kept locked after normal class hours. Doors should remain closed and not propped open for any reason.

In an emergency, call 911. In non-emergency situations, you may call campus security at 999.

Please make every effort to treat the facilities and equipment with care. Under no circumstances will food or drink, including water bottles, be permitted in the computer labs. Individuals who violate this rule will not be allowed to use the lab outside of classtime.

Storage

Storage and care of your artwork is your responsibility. The department does not have space to house your artwork when classes are not in session. If items are left in studios during breaks they may be thrown away.

policies & fees

Computer Labs

1. Abuse of your lab privileges may result in their being revoked, even in mid-semester, with unfortunate consequences to your grades in lab courses.
2. Report any damaged or missing equipment immediately. If we discover a problem, we will have to assume that the last person using the equipment was responsible.
3. No food or drink in the lab. Violators may have their lab privileges revoked for violating this rule.
4. Leave your workstation configured the way you found it. This is important. We are using the equipment in a variety of configurations, and some of them take considerable time to set up. Extend to others the same courtesy you expect of them.

Course Fees

In order to keep across-the-board tuition costs to a minimum, the cost of certain University services has been put into the courses where those services most directly benefit the students who need them. These costs are called “fees.” In Studio Art and Graphic Design courses fees are assessed to help defray course-specific overhead and for supplies related to specific courses.

Fees are noted in the course description in the university catalog and in the semester course schedules online.

As Cedarville University is not in close proximity to major art supply stores, supply fees are used to purchase necessary supplies which are inconvenient or impossible for students to buy. The fees are also used to repair equipment that is used in classrooms. Fees for individual courses are listed in the university’s academic catalog. All fees are directly billed to the student’s account.

Students may wish to supplement the supplies that are provided by purchasing additional brushes, speciality painting and drawing media, etc.

Fees for Independent Study courses and in Studio I, II, III will be determined on an individual basis.

exhibitions

STUDENT EXHIBITIONS

After spring break, the Music and Art Department organizes an annual exhibit displaying the best of student work from the academic year. All students enrolled in studio courses during the year are eligible to submit artwork either completed in studio classes or work completed outside of class within the current school year or previous summer. Currently the exhibition is juried by all art faculty members. Only work passing the jury will be exhibited.

SENIOR EXHIBITION

Senior studio art majors are required to enroll in ART-4300. Senior Graphic Design majors are required to enroll in GDES-4110. These courses will prepare you for your exhibition which is a prerequisite for graduation. The exhibition is to be representative of your best work while attending the university.

Whether or not you have a one-person show or are included in a group show will be the decision of the art faculty. This decision will be based upon the number of pieces, depth of work, and space necessary to exhibit your work. Your exhibit will be scheduled with your advisor.

The current exhibition space is located in the Bolthouse Music Center located within the Dixon Ministry Center. If necessary, there is also space available in the Stevens Student Center lobbies.

You will work with your professors on signage and tagging. All work must be appropriately framed, matted, or mounted. Purchases for mat board and hanging supplies (velcro strips, etc.) are the student's responsibility. Graphic design students are responsible for any costs involving printing and reproduction of images. Students are also to incur costs for signage and tags.

Pre-Show Check: You and your advisor should schedule a pre-show check three (3) weeks prior to the show date. Your advisor will evaluate your progress and review your specifications for signage and tagging.

Exceptions to these expectations are very limited. Students who feel that they have a legitimate request to change the scheduled exhibition date (death in the family, broken arms, etc.) may submit their request to the department chairman. The list of legitimate requests does not include parental travel plans or lack of effort to prepare. Once the deadline passes, it is the student's responsibility to make the exhibition happen.

portfolio

At the end of your senior exhibition, a CD should be submitted to the department with all of the images included in your senior show. These images may be used as examples for future classroom instruction and as images for publicity purposes for the department.

FRESHMAN PORTFOLIO REVIEW

All entering freshman are admitted into art and design majors on a conditional basis. After the second semester of study, freshmen are evaluated by the art faculty to determine whether they are making adequate progress to continue in the art program. Students who do not show satisfactory progress may be asked to change majors.

Potential results of the Freshman Review include:

1. Pass: Student may continue to pursue selected major
2. Probation: Committee will reevaluate after one semester or at the Sophomore Review (extenuating circumstances or committee consensus)
3. Fail: Student may not continue as an art or design major

SOPHOMORE PORTFOLIO REVIEW

At the end of the second semester of the sophomore year, graphic design and studio art majors are required to apply to the department for upper divisional standing. The student is required to present a portfolio representing every area of his or her work at the university. The portfolio should include original, two-dimensional work and a CD of images of three-dimensional work. Department faculty will meet to evaluate the student on the basis of academic progress, grade averages in art classes, and the portfolio that is submitted.

Students with a B- average or below in art classes may be automatically asked to terminate the major. These students may petition for a personal interview with the art faculty committee if they wish to continue in the program. If it is decided that the student may continue in the program after this interview, the student will be placed on a semester-by-semester probation with subsequent evaluations by the committee.

Potential outcomes of the Sophomore Review include:

- 1 Pass: Continue to upper-level coursework
- 2 Probation: Committee will reevaluate after one semester (extenuating circumstances or committee consensus)
- 3 Fail: Student may not continue as an art or design major

internship requirements

All graphic design majors are required to complete a required internship of a minimum (3) credit hours. The purpose of the internship is to provide students with a professional work experience in the field of graphic design in order to gain insight into professional practices and approaches to solving design challenges among a variety of types of business models and client types. This is intended to give students a competitive advantage by having professional experience upon entering the job market. The internship may be taken during the fall or spring session, or preferably during the summer. It should be taken during the Junior or Senior year, and all graphic design curriculum coursework required through sophomore year plus Graphic Design 1 should be completed prior to applying for an internship. You must also have a resume and a digital portfolio completed in order to apply for an internship opportunity. You must complete 50 work hours per class credit hour (ex. 150 work hours = 3 credit hours). Internship is considered the same as class credit and must be registered and paid for as any other class. To register for internship credit you must obtain the non-traditional course form from Academic Services and obtain the required signatures. There are also forms that are required for the student and employer, as well as employer evaluation forms, which can be secured through the internship coordinator.

Cedarville University will help you to locate and identify internship opportunities, but you are responsible for applying and securing an internship position.

graphic design resources

* Publications

- o HOW, print, CA
- o Free Publications (Sappi standard/ @ issue)

* Professional orgs

- o AIGA/ Cincinnati Chapter (www.aigacincinnati.org)
 - + Portfolio review
 - + Speaker series
 - + Design archive
- o CSCA (www.csc-net.org)
 - + Speaker series
 - + Competitions
- o Competitions
 - + CA, PRINT, HOW, Adobe Graphis

* Stock Photo/ Illustration Sites

- o Photos.com
- o istockphoto.com
- o Sxc.hu
- o Veer.com

* Type/Typography sites

- o Typophile.com
- o Myfonts.com
- o American woodtype museum
- o Dafont.com

* Books/manuals

* Visiting Artists

* GD Website (coming soon)

* GD Student Org (Coming Soon)

Campus Design Jobs/Opportunitites

- * Copy Center
- * Theatre
- * SGA
- * Elections
- * Yearbook

Printing/Copying Resources

- * Copy Center
- * Media Resource Center (Lower Level Library)

art supply stores

DAYTON:

McCallisters
300 Salem Avenue
Dayton, Ohio
937-278-0844
www.mccallisters.com

COLUMBUS:

Blick Art & Craft
Sawmill Plaza
6486 Sawmill Rd
Columbus OH 43235
Phone: (614) 792-1900
www.dickblick.com

Utrecht Art Supplies
612 North High St
Columbus, Ohio 43215
614-224-7708
www.utrecht.com

SPRINGFIELD:

Crafts 2000
1250 Upper Valley Pike
Springfield, OH 45504
937-323-3935

art museums

Dayton Art Institute

Belmonte Park North
Dayton, Ohio 45406
(937) 223-5277
website: www.daytonartinstitute.org

Springfield Museum of Art

107 Cliff Park Road
Springfield, Ohio 45501
Main (937) 325-4673
Art School (937) 324-3729
website: www.spfld-museum-of-art.org
Closed: Sunday & Monday

Columbus Museum of Art

480 E Broad St
Columbus, OH 43215
(614) 221-6801
website: columbusmuseum.org/info
Closed: Monday

Cincinnati Art Museum

953 Eden Park Drive
Cincinnati, OH 45202
(513) 639-2995
Closed: Monday

Contemporary Arts Center, Cincinnati

44 East 6th Street
Cincinnati, OH 45202
(513) 345-8400
website: www.contemporaryartscenter.org
Closed: Tuesday