

## · SENIOR EXHIBITIONS 2019 ·

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### Information Sheet

Senior Exhibitions provide an opportunity for students to display their most advanced work, to set an example for beginning students, and to inform the broader community about the quality of the UWGB Art program. The list below is intended to clarify your responsibilities so your exhibition experience is as constructive and professional as possible. If any of these items aren't clear, please consult the Curator (Emma Hitzman), the Faculty Liaison (Prof. Minkyu Lee), or your faculty advisor. Your Senior Exhibition is a step toward your transition into the professional world, and the process will introduce you to standard professional practices, using the expertise of your faculty advisor as a guide. If all exhibitors fully meet their responsibilities, each artist is ensured of the smoothest and most positive experience. These shows are a celebration of your hard work, and we're committed to helping you make your best impression in the public realm.

<p><b><u>PLEASE READ THE FOLLOWING CAREFULLY, NOTE DEADLINES AND SAVE THIS DOCUMENT</u></b></p>
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- A. **WHO CAN EXHIBIT:** Students must have Senior Standing at the time they exhibit (90+ credits) and have a minimum of a 3.25 average in all upper level studio classes. Students majoring in Art or Communication Arts are eligible. Art minors may also participate if space allows.
- B. **WHAT TO EXHIBIT:** Students should show recent work, that is, work completed during the last three semesters of study (including the spring semester of the exhibit). Approach your exhibit as a “mini solo” exhibition in which the work(s) show a stylistic and/or conceptual consistency and a degree of technical mastery appropriate to the concept and artistic intent. We suggest that for the sake of stylistic consistency you generally exhibit in no more than two media. Mixed media and installation-specific projects are also appropriate. *It is strongly advised that students exhibit only in media areas in which they have done advanced study.*
- C. **WHEN TO EXHIBIT:** If you graduate in Spring, plan to exhibit that Spring. If you graduate in Fall, you will exhibit the preceding Spring.
- D. **HOW TO EXHIBIT:**
- 1) **SELECT AN EXHIBITION ADVISOR** after getting her/his consent. This will be a faculty member with whom you have already studied (or who knows your work) and with whom you will study during your Senior year.
  - 2) **ENROLL IN A COURSE OFFERED BY YOUR EXHIBITION ADVISOR IN THE FALL PRECEDING YOUR EXHIBITION AND THE SPRING OF YOUR EXHIBIT.** You can enroll in one of the following: a) a regular upper level studio (3 cr.); b) Senior Distinction in the Major 168-478 (3 cr.) or Senior Honors (1-4 cr.); or c) Independent Study (1-4 cr.) ***This is not optional.*** The purpose of this requirement is to ensure regular contact between student and advisor.
  - 3) **COMPLETE** all forms, obtain faculty signatures, and return paperwork within deadlines.
  - 4) **ATTEND** all exhibit meetings; exhibitors are responsible for all the information presented at the meetings.
  - 5) **PLAN:** Each student must commit to and follow through on at least one of the following responsibilities: **publicity** (announcement card design, production/printing, and advertising); **mailing** (bulk mail and individual cards); **installation/deinstallation** (exhibit design, labels, lighting, signage, assistance with others' installations as needed); **or reception** (soliciting food donations, collecting food, set-up, serving, and clean-up).
  - 6) **MEET** regularly with your faculty advisor during the year, and your exhibition group and committee (publicity, mailing, exhibition design/installation, or reception) during spring semester.
  - 7) **COMMIT** to what work will be in the show. Any changes in the planned work must be discussed with and approved by your faculty advisor. **Being a group exhibit, significant changes in the nature of the work are not possible after the Final Exhibition Form deadline.**
  - 8) **COMPLETE** work in consultation with your faculty advisor before the delivery deadline. Work must be dry and ready to install. All framing and installation ideas must be discussed with your faculty advisor and resolved in a professional manner beforehand. Note that artists are responsible for securing any special equipment (video, computers, etc.—consult the Curator for details).
  - 9) **WRITE** a clear and concise artist's statement that is proofed and signed by your faculty advisor.
  - 10) **SUBMIT** an inventory of works for exhibit and a list of those works available for donation to the collection.
  - 11) **INSTALL** your own work in the gallery according to agreed-upon show design and space allotment. This is a group show and each artist must respect the overall needs of the whole; gallery staff will provide

technical expertise, and the exhibition committee will assist, but exhibitors are responsible for getting their own work installed.

- 12) **ATTEND** both opening receptions (as a show of support for your colleagues and as a “commencement” into the professional art world).
- 13) **DOCUMENT** your exhibit. Each student will supply the faculty liaison (Professor Lee) with three images of his/her exhibit. There should be one overall installation shot of the work in the gallery plus the two most successful individual works, or two details in the case of installation pieces. Submit digital images of your work on a CD along with an inventory sheet listing your name and each work’s: a) title (and its file name), b) date, c) medium, d) dimensions (height x width x depth).
- 14) **DEINSTALL** and pick up your work at the assigned time after the close of your exhibition.
- 15) **MEET** with your faculty advisor to assess the success of your exhibit and to review the Senior Exhibit Evaluations. The Art Faculty provide evaluations of all Senior Exhibitions to give appropriate feedback to each student and to form the basis for selecting the Outstanding Senior Exhibition(s).

### Senior Exhibition Checklist

This checklist is intended to help you plan toward your exhibition. Please note that meeting deadlines in a timely fashion is essential, and that this is a group show—not just a conglomeration of solo shows—so you’ll need to maintain good communication and collaborate closely with your colleagues.

- ☐ **November 1, 2019: INTENT TO EXHIBIT FORM** due to Emma Hitzman TH 272. Because of our need for advanced planning and printing of the Spring Gallery schedule **late applications will not be accepted.** (*This form just acknowledges that you’d like to show, offers a general description of your work, and is signed by your advisor.*)
- ☐ **December 2, 2019: PRELIMINARY EXHIBITION PROPOSAL** (*This provides an introductory description of the work you plan to exhibit, including any special needs you may have.*) Consult early and often with your exhibition advisor to develop a proposal which includes: a) your artistic intent (this could be the start of your artist’s statement); b) a physical description of the work to be presented (as best you can at this time) including media, technique, materials, approximate size and number; c) approximate feet of wall and/or floor space needed; d) special needs for lighting, pedestals, suspension systems, computers etc. *Note: we understand that your exhibition concept may evolve; this is just to get you started and to aid the gallery staff in planning.*
- ☐ **February 10, 2020: FINAL EXHIBITION PROPOSAL** (*This is a final description of the work you plan to exhibit, with any special needs noted and addressed.*)

**NOTE: February 3, 2020 is the DEADLINE TO WITHDRAW FROM THE EXHIBITION.** You must notify Emma Hitzman (TH 272) by this date if you have decided not to participate. (If you decide to withdraw earlier, please let him know at that time).

You will receive more detailed information and specific due dates on the following in the Spring semester:

- ☐ **INITIAL MEETING, SPRING SEMESTER 2019 · Early February** (*Exhibitors will be divided into two groups, committee assignments and responsibilities determined, and remaining deadlines set—hence attendance is mandatory.*)
- ☐ **ARTIST’S STATEMENT · Due 2 weeks before show** (*You should begin work on this during fall semester and consult closely with your faculty adviser; final statements should be clear, concise, well-written and signed by your advisor.*)
- ☐ **LIST OF WORKS · Due 2 weeks before show**
- ☐ **PERMANENT COLLECTION DONATION FORM · Due 1 week before show** (*Students are given the opportunity to offer works for the University Permanent Collection, with faculty selecting works from among those offered. This is a significant opportunity; if your work is selected it is an honor worthy of being listed on your résumé; works are exhibited in public spaces throughout campus.*)
- ☐ **DOCUMENTATION · Due the day before your exhibition ends** (*These images are used for assessment of the Art program, gallery documentation, and public relations. It will also help prepare you for assembling your professional portfolio; see #13 above.*)

### SENIOR EXHIBITIONS ARE A PRIVILEGE, NOT A RIGHT

Failure to comply with guidelines and deadlines—or an advisor’s determination that a student has made insufficient progress—may result in a revocation of this privilege.