

12S (rev.)

Cr. Hr. : 0

Meets:

TBA
(meetings called via
e-mail)

Course Methodology:

- seminar
- workshop

Grade Basis: s/u

Exam: Yes
(times TBA during exam week)

Instructor:

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daily, but call for
appointment.

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Course Description

INDS: Review of student proficiency for acceptance into second year of study with a major in the Interior Design degree program. Declared Interior Design majors must enroll for, and pass, this review to enroll in INDS courses numbered above 299. Prerequisite: (grade of C+ or better each of) INDS111, INDS213, INDS223, VCOM120.

VCOM: Review of student proficiency for acceptance in upper-level VCD study. BFA-VCD students must successfully pass this review prior to enrollment in courses numbered above VCOM 300. Prerequisite(s): BFA student pursuing Graphic Design or Illustration program of study. Grade of C+ or better in each preceding required VCOM course taken.

Goals for the Course/ "Learning outcomes":

INDS: 1. to review student projects from first year courses in ARTH, INDS, and VCOM for the necessary skill, knowledge, and proficiency to move onto the second year - mastery of this material gives the student the best chance of success in upper division study within the professional program.

VCOM: 1. review student work produced in introductory-level series of Specialization coursework; 2. evaluate competency and student readiness to pursue advanced level courses of study.

Procedures for Class

During exam week of the semester students will undergo a comprehensive "competency review" of the work they have produced in the required program classes completed. INDS students submit a folio of their best work, which is later reviewed, anonymously, by program faculty. VCOM (and DIFD) student reviews consist of a 1/2 hour interview where program faculty (and perhaps practicing professionals) view the aggregated student work, and ask a series of interview questions of the student. Additional information – specific to the review(s), characteristics and procedures – is provided on the following pages.

Course/ Final Grades

After reviews of all students are concluded, students will be given individual comment sheets that assess and provide feedback on a variety of metrics related to the review, the interview and the work presented.

Attendance and Participation

Not applicable, as such. This review is required of all BFA-INDS and BFA-VCOM students; passage of the review is required of all students in order to register for studio- program classes numbered above INDS or VCOM 300.

Calendar:

The review for INDS and VCOM majors for 12S is scheduled to take place during exam week, April 25-May 1, 2012. Results will be given to students over days following their review time.

Supplies/Materials Needed:

None. Work required for the review comes from previous classes.

Disability Statement

Winthrop University is dedicated to providing access to education. If you have a disability and require specific accommodations to complete this course, contact the Office of Disability Services (ODS) at 323-3290. Once you have your official notice of accommodations from the Office of Disability Services, please inform the instructor as early as possible in the semester.

Student Code of Conduct

"Responsibility for good conduct rests with students as adult individuals." The policy on student academic misconduct is outlined in the "Student Conduct Code Academic Misconduct Policy" in the online Student Handbook (<http://www2.winthrop.edu/studentaffairs/handbook/StudentHandbook.pdf>).

Statement of Purpose

The *Specialization Portfolio Review* (SPR) is designed to measure the suitability of BFA (Bachelor of Fine Arts) Design students for advanced-level studio courses. Following are the criteria for being eligible to submit application for the review:

- Students must have completed (or have in progress) the required courses leading to the review.
- Students have received a final grade of “C+” (2.75) in each of the required program courses.
- Students must be enrolled in INDS/VCOM 300 for the semester they take the review (including summer sessions).

Areas of Specialization

INTERIOR DESIGN

VISUAL COMMUNICATION DESIGN:

- *Graphic Design*
- *Illustration*
- *Information Design; Interactive Multimedia*

Course requirements leading to the review vary by area of specialization, and are described on those application documents. The review must be taken and passed in the area of specialization. If a student passes the review and later changes their program of study, a separate review – in accordance with the requirements of the new specialization – is required.

Transfer Students should meet with their academic advisor or the department chair if they have any questions concerning their eligibility for the review.

Review Procedures

Portfolios will be reviewed by faculty representing Interior Design or Visual Communication Design. At times, practicing professionals or other credentialed personalities may also sit on the review panel for candidates. In addition to the review criteria listed above, the following will be used to evaluate portfolios:

- There is evidence of independent thinking and the ability to develop concepts.
- The work demonstrates an aptitude for the area of specialization.
- Projects indicate that they have been suitably researched.
- The student responds to the challenge of solving problems within the discipline.
- Knowledge from related areas is being synthesized.
- Any additional requirements as outlined by the specific area.

In general, the SPR will gauge anticipated success in the discipline by looking for signs of independence, thoroughness of research and discipline, and transfer of skills and knowledge. While students may have been successful in course work in meeting minimum standards, completing work on time and participating in class activities, it should be emphasized that the SPR is based on an assessment of the work in the portfolio alone.

To be eligible for enrollment in studio courses above INDS/VCOM 300, students must have passed SPR. The criteria used in evaluating portfolios in the SPR are different from that used when grading individual course projects and in assigning course grades. The instructors of the courses at the Specialization level may advise the student (possibly on the assignment grade sheet) as to the suitability of individual projects for inclusion in the portfolio for SPR. This in itself, however, does not constitute an assurance that the entire portfolio meets Review standards. In addition, an interview and presentation of studio work will be conducted by specialization faculty at the time of the SPR.

In addition to the presentation of actual project classwork, students must also submit digital documentation of their folio, which will be kept by the department. The digital documentation (on CD- or DVD-Rom) is for departmental archives only and will not replace the presence of actual projects. Failure to furnish both of these items for the review is ground for a “not pass” determination.

Interviews (VCOM, DIFD)

Interviews are part of the process of the SPR. During the interview, candidates are expected to be able to:

- Discuss techniques used
- Discuss research used in project solutions
- Use terminology appropriate to the specialization
- Discuss their motivations and personal expectations (evidenced in the work of the portfolio)
- Demonstrate knowledge of practitioners in the field
- Present their goals/intentions for the future

The review is offered three times during the year: during exam week in December and April, and in August, prior to the start of the Fall semester. Announcements of dates and meetings prior to each session of SPR are made via e-mail, class announcements and postings throughout the facilities.

SPR "Pass"

On passing the SPR the student is then permitted to enroll in studio courses above INDS and VCOM 300.

SPR "Not Pass"

A student who does not pass the SPR should consider one or more of the following:

- Meet with their academic advisor or a specialized-area faculty member to discuss problem areas of the portfolio
- Repeat any course to improve deficiencies, which may be noted by the faculty review team during the review or following it in their written comments
- Fulfill any additional requirements determined by the faculty review team
- Revise work which is identified as being "problematic," then resubmit their portfolio at a subsequent SPR

Petitions

A student who is determined to be "ineligible" for SPR may petition for consideration under the following conditions:

- The student lacks a course required for SPR
- The student's GPA is below the stipulated standard

To be considered, the petition must be concisely explained on the Review application.

Appeals

While there may be exceptions due to unforeseen circumstances, appeals generally are only considered in the case of procedural improprieties; that the review of the student work was performed under conditions or in a situation that unreasonably compromised the process, and that the student feels such conditions adversely affected or outcome on the review. A student who does not pass the SPR and feels they have reason to appeal will initiate the appeal within 24 hours of the review. This is done by submitting a typed letter describing the basis for the appeal, as well as the student folio (as it was originally presented), to the Chair of the Department. After reviewing the appeal letter, the Chair will convene a meeting with area faculty to make a decision on the appeal.

If the appeal is supported, the student will be contacted and a second review may be performed, this time with the oversight of the Chair. At the conclusion of this (2nd) review, the student will be notified verbally and in writing of the results of the review.

If the appeal is not supported, or if the appeal review does not alter the initial ruling, the student is then advised to seek academic advising and consultation, or (if they wish to pursue the matter further) it may be taken up at the College level with the office of the Associate Dean.

For all flat work done by hand (non-computer work) - this is the majority of work that would come from INDS 111, 213, and 223, and from VCOM 120, 121, 150, 151, 154, 220, 222, 258:

- Scan the work at 100% size, @ 300dpi resolution
- in the appropriate color model. If it is a b/w piece originally, scan it in “greyscale” color model; if it is color work (as work from INDS courses, and VCOM 154) scan it in RGB.
- save work in “.tiff” format with no compression

If the work is oversized or too big to fit on a scan bed (as some larger drawings from INDS classes and VCOM 120, 121, 220...), you’ll need to put it to the copy stand and take a photo of it.

- set the work on the copy stand (or: outside under the sunlight as described below) and take photo and download from digital camera.

If the work is dimensional (as the foam/architectural piece from INDS 111 or 213, or VCOM 150, or any other dimensional project), you’ll need to take digital photos of the piece.

- on a piece of grey or black foam-core or match paper, set the piece up and be sure it is well-lit (setting this outside on a sunny day is the best of all possible setups).
- Take 3-4 (or more) pictures of the piece from different angles and different sides: top-three/quarter views, front, back, etc. etc. In a few cases it may be useful to take “close-ups” specifically emphasizing surface joints. In taking these photos, keep in mind the “story you’re trying to tell”; these are photos that are taking the place of an actual dimensional object. So the photos need to be comprehensive enough to describe the various faces of the piece, important or complex details, areas of strong craftsmanship, etc. Try and fill of the frame, as much as possible, with the work itself.

For work that originated on the computer (work from VCOM 259, 261):

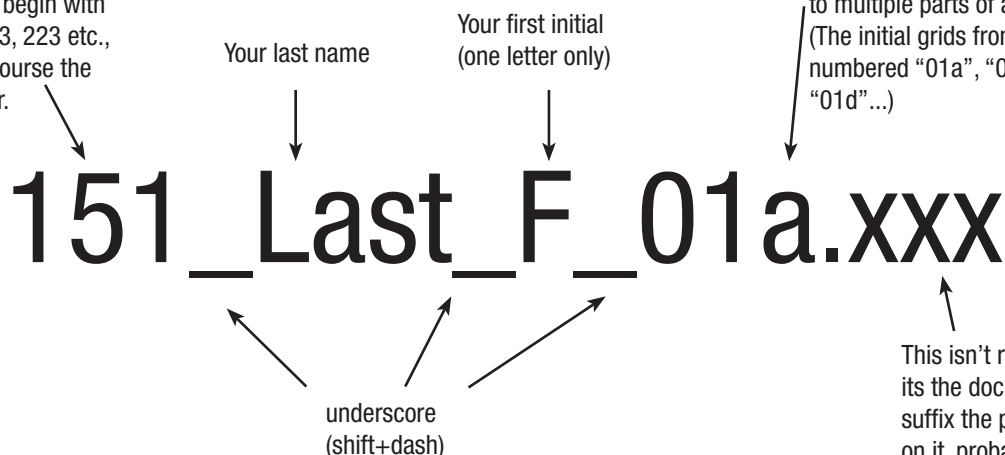
- open the original file in its application; check to verify that the file is complete and that all imagery, typography and etc. is reading as it should.
- for Illustrator files, go to “File -> Save As...” and choose the High Quality PDF option.
- for Photoshop files, go to “File -> Save As...” and choose the “.tif” option, *no* compression
- for InDesign files, go to “File -> Adobe PDF Presets -> High Quality Print...”

For work from VCOM262, create separate folders for each website and write over your entire website, along with all necessary assets (images, CSS sheets, xml files, etc.) into the folder.

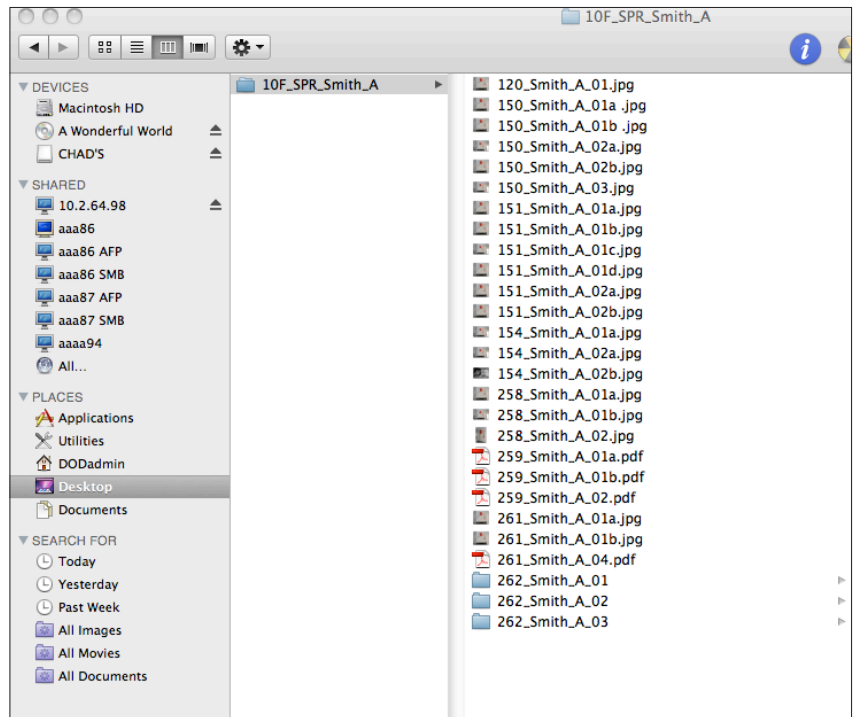
Use the following naming convention when placing the various files in the folder:

Number refers to the number of the course the work was done in. In this example, this is VCOM151. Work from other courses will begin with 120, 150, 154, 213, 223 etc., depending on the course the work was done for.

Project number from class
 01 = first project in class
 02 = second project, etc.
 Small alphabet characters refer to multiple parts of a project.
 (The initial grids from 151 will be numbered “01a”, “01b”, “01c”, “01d”...)



In the end, you should come up with a disk content/directory structure that looks similar to (but not exactly like) the following:



Using Toast, write that entire “11F_SPR...” folder to a blank CD/DVD. Label it on the outside with the name of the folder (in this example, the disk would be labeled “11F_SPR_Smith_A” and bring it to your SPR session with you.

This digital record is for departmental archive purposes and does NOT act as the basis of evaluation for the SPR. Evaluations of SPR results of “pass” or “not pass” are based on the work required for the review and presented in the folio/interview session at the time. Failure to furnish digital media accompanying your review, or failure to follow these directions for mastery, could result in a determination of “Not pass” for the review.

HELPFUL ADVICE:

A blank CD or DVD (whichever you prefer) is available for your use from the DoD office; see Ms. Ledwell.

Save effort: If you’ve already documented the work for your class, and it is suitable, don’t re-scan it; just copy that file over and rename it.

If you have questions, ASK. Come by my office and let me know and I will try and clear it up, or post a general questio to the class distribution list/listserv and I’ll answer it in open forum.

In general, the SPR will measure anticipated success in the discipline by looking for signs of independence, thoroughness of research and discipline, and transfer of skills and knowledge. While students may have been successful in course work in meeting minimum standards, completing work on time and participating in class activities, it should be emphasized that the SPR is based on an assessment of the work in the portfolio alone.

Note: All portfolios must be organized and contained in something (portfolio case) that can be easily carried.

Required Works in Portfolio:

ALL project works from the 1st year of required INDS courses:

INDS 111, INDS 213, INDS 223, VCOM 120

Students may also consider including “supportive material” in the form of sketchbooks, drawings, “practice”, preliminary, or interim works that led to final project solutions.

All work should be professionally presented and formatted; a portfolio case, presentation book, or mounted securely on mat board is suggest. The entire layout of the presentation should be organized and deliberate, *not* a collection of tracing papers and overlays shoved into a case. Projects need not be shown in their original form (i.e., they may have been re-worked); when revised work is submitted for review, it may be a good idea to also bring the original piece, for purposes of comparison. Additional work from other sources may also be included.

Evidence of Competency

Work should show competency in the following:

- Hand drafting - line weights, lettering, delineation (technical drawing)
- Craftsmanship and attention to detail
- Orthographic drawing- plan, section, elevation
- Axonometric drawing
- Three dimensional model making skills
- Observational perspective drawing
- Rendering techniques
- Graphic presentation - layout, appropriateness, media
- Application of elements and principles of design
- Space planning
- Color theory

Review Procedure:

Students will rework, prepare, gather and document the required works, and submit the folio and CD documentation to the department office at the appointed date and time. Students should take steps to be sure the folio and works in it identify themselves as minimally as possible; the goal is to keep the work as anonymous and “impersonal” as possible. Once submitted, the work will be reviewed and rated by the faculty panel, which will also provide critical feedback and commentary. At the conclusion of the review, the works, along with the review results and faculty comments, will be returned to the students.

Name: _____ ID# _____

Local Phone: _____ email address: _____@winthrop.edu

Address (where results should be mailed, if necessary)

An copy of your transcript must be submitted with this application.

Academic Record

INDS Courses

Grade

INDS 111	INDS Studio: Fundamentals	_____
INDS 213	Spatial Analysis I	_____
INDS 223	Presentation Techniques I	_____
VCOM 120	Design Drawing	_____

List any IDO, IIDA, ASID or departmental events that you have attended since being enrolled:

I have received and accept the terms and criteria regarding the Specialization Review

X _____

Do not write below this line.

Overall GPA: _____ INDS GPA: _____

**This form,
along with**

- your **WINGSPAN** transcript printout
- +
• your **exam week** schedule

is due to the DoD office no later than noon:

March 30, 2012

