

COLLEGE *of* VISUAL ARTS

CVA
COURSE
CATALOG
2006

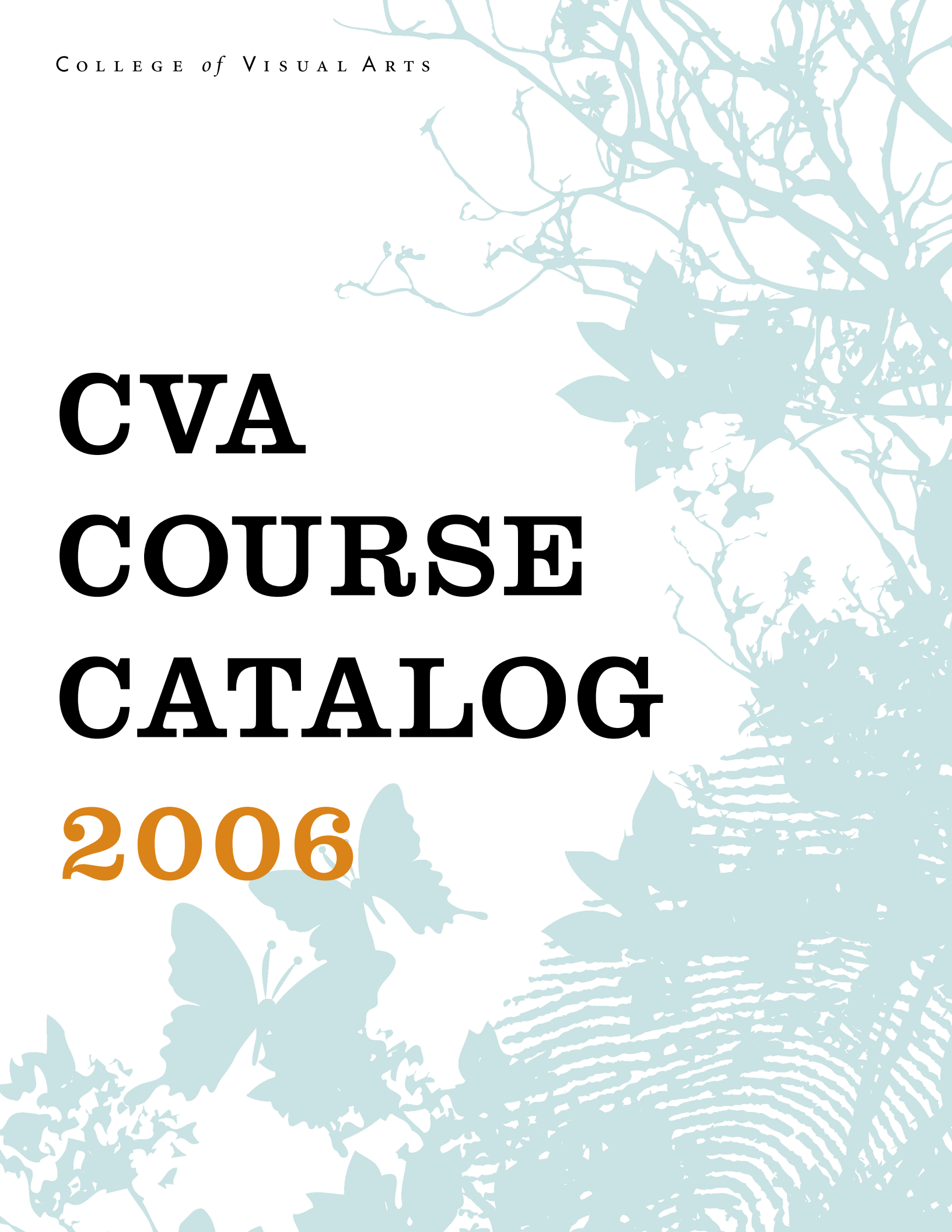


TABLE OF CONTENTS

01	ACADEMIC CALENDAR	4	08	INSTITUTIONAL POLICIES	72
02	INTRODUCING THE COLLEGE OF VISUAL ARTS . .	7		Ban on Firearms	
	Mission			Crime Awareness and Campus Security Act of 1990	
	Message from the President			Disability Policy	
	Campus Location			Exhibition and Publication of Work	
	Accreditation			FERPA and Confidentiality of Student Records	
03	ADMISSIONS	10		Grievance Procedures Handbook	
	Application Process			Health Insurance	
	Admissions Information			Immunization Law	
	Enrollment Options			Military Service	
	Transfer Students			No Smoking Policy	
	International Students			Noise Control	
	PSEO			Non-Academic Disciplinary Procedures	
04	TUITION INFORMATION	16		Non-discrimination Policy	
	Tuition and Fees			Safety on Campus	
	Early Tuition Discount Policy			Student Code of Conduct	
	Tuition Payment Policy			Student Right-To-Know	
	Tuition Refund Policy		09	COMMUNITY OUTREACH	78
05	FINANCIAL AID INFORMATION	19		Pre-College Summer Classes	
	How Financial Aid is Determined			Adult Education	
	Eligibility Requirements		10	ADMINISTRATION	80
	Available Financial Aid Programs			Board of Trustees	
	How to Apply for Financial Aid			College Officers	
	Financial Aid Satisfactory Academic Progress Policy			Academic Leaders	
	Frequently Asked Questions and Answers			Faculty	
06	STUDENT LIFE	28		Staff	
	Office for Student Life		11	BUILDINGS AND ACCESS	88
	Peer Mentoring Program			Locations and Contacts	
	Student Government			Scheduled Hours	
	Campus Activities			Emergency College Closings	
	Support Services			Fire Alarm and Tornado Warning Procedures	
	Alumni Benefits			Maintenance of Work Areas	
07	ACADEMIC INFORMATION	33		Parking	
	BFA Degrees, Programs, and Course Descriptions		12	DISCLAIMER	92
	Course Descriptions				
	Academic Support				
	Academic Standards				
	Academic Policies, Procedures, and Requirements				
	General Academic Policies				
	Facilities				



01

**ACADEMIC
CALENDAR**



FALL SEMESTER 2006**August***Mon, Aug 28*

Faculty/Staff Fall 2006 Orientation

*Tues-Wed, Aug 29-30*New Student and Family
Orientation/Validation**September***Fri, Sept 1*Last Day for Validation
Standard Incompletes Due From
Spring 2006*Mon, Sept 4*

Labor Day No Classes

Wed, Sept 6

Classes Begin at 8:30 a.m.

*Sept 7-Oct 7*Biennial Faculty Exhibition, CVA
Gallery*Thurs, Sept 14*Opening Reception: Biennial
Faculty Exhibition,
CVA Gallery, 6 - 8 p.m.*Tues-Fri, Sept 5-15*

Academic Advising Weeks

*Sept 9-Dec 2*Drawing Co-op:
Every Saturday afternoon from
12:30-3:30 p.m.*Tues, Sept 12*Last Day to Register
Last Day to Add or Drop a Class*Thurs, Sept 14*Convocation Service, 4:30 p.m.
Swedenborgian Church,
170 Virginia Street*Thurs, Sept 14*Opening Reception: Biennial
Faculty Exhibition,
CVA Gallery, 6 - 8 p.m.*Sun, Sept 17*

Constitution Day

*Thurs, Sept 21*2007 Winter Carnival Button
Unveiling,
CVA Gallery, 12 p.m.**October***Sat, Oct 7*Art Crawl at CVA Gallery: 5 Area
Colleges Participate
CVA Gallery, 4 - 8 p.m.*Wed, Oct 18*German Exchange Program
Presentation*Thurs, Oct 19-Nov 11*Michael Vanderbyl Exhibition,
CVA Gallery*Fri, Oct 20*Opening Reception: Michael
Vanderbyl Exhibition,
CVA Gallery, 6 - 8 p.m.*Fri, Oct 20*Michael Vanderbyl Special
Symposium for CVA Students,
CVA Gallery, 10 a.m. - 12 p.m.*Thurs, Oct 19*Michael Vanderbyl Lecture,
Minnesota History Center,
7 - 8:30 p.m.*Thurs, Oct 19*Admissions Fall Open House
(MEA Weekend)*Mon-Fri, Oct 9-20*

Academic Advising Weeks

*Mon-Fri, Oct 23-27*Midterm Week: Faculty Mid-Term
Student Evaluations**November***Mon-Fri, Oct 30-Nov 10*

Academic Advising Weeks

Mon-Fri, Nov 6-10

Registration for Spring 2007

*Nov 16-Dec 2*Juried Student Exhibition,
CVA Gallery

Thurs, Nov 16

Opening Reception: Juried Student Exhibition,
CVA Gallery, 6 - 8 p.m.

Thurs, Nov 30

Roundtable Discussion with Jurors for Student Exhibition, CVA Gallery

Fri, Nov 17

Last Day to Withdraw from a Class
Wed, Nov 22
Thanksgiving Recess Begins No Classes

Mon, Nov 27

Classes Resume at 8:30 a.m.

December

Mon-Fri, Dec 4-15

Academic Advising Weeks

Sat, Dec 9

Holiday Art Show and Silent Auction,
CVA Gallery, 4 - 8 p.m.

Thurs, Dec 14-Jan 13

December Graduates Exhibition

Thurs, Dec 14

Opening Reception: December Graduates,
CVA Gallery, 6 - 8 p.m.

Mon-Wed, Dec 18-20

Senior Thesis Presentations

Mon-Fri, Dec 18-22

Class Critiques and Exam Week

Fri, Dec 22

End of Fall 2006 Semester

Wed, Jan 3, 2007

Final Grades Due by 12 Noon

SPRING 2007

January

Mon, Jan 1, 2007

New Year's Day

Tues, Jan 2

Buildings Re-open after Holiday Break

Wed, Jan 3

Final Grades Due by 12 Noon

Mon, Jan 15

Martin Luther King Observance
School Closed

Tues-Wed, Jan 16-17

New Student Orientation/Validation

Thurs, Jan 18

Faculty/Staff Spring Orientation

Fri, Jan 19

Last Day for Spring Semester Validation
Standard Incompletes Due From Fall 2006

Mon, Jan 22

Classes Begin at 8:30 a.m.

Mon-Fri, Jan 22-Feb 2

Academic Advising Weeks

Jan 25-Feb 24

Painting Exhibition, CVA Gallery

Thurs, Jan 25

Opening Reception: Painting Exhibition,
CVA Gallery, 6 - 8 p.m.

Thurs, Feb 1

Roundtable Discussion with Artist
CVA Gallery, 6:30 - 8 p.m.

Jan 27-May 5

Drawing Co-op: Every Saturday afternoon from 12:30-3:30 p.m.

Mon, Jan 29

Last Day to Register
Last Day to Add or Drop a Class

February

Mon-Fri, Feb 26-Mar 9

Academic Advising Weeks

March

Mar 8-24

Merit Scholarship Exhibition, CVA Gallery

Thurs, Mar 8

Opening Reception: Merit Scholarship Exhibition,
CVA Gallery, 6 - 8 p.m.

Thurs, Mar 15

Roundtable Discussion with Jurors
Merit Scholarship Exhibition, CVA
Gallery, 6 - 8 p.m.

Mon-Fri, Mar 12-16

Midterm Week: Faculty Mid-Term
Student Evaluations

Mon-Fri, Mar 19-23

Spring Recess Begins No Classes

Mon, Mar 26

Classes Resume at 8:30 a.m.

April

April TBA

St Paul Mayoral Exhibition of Merit
Scholarship Participants

Mon-Fri, April 2-13

Academic Advising Weeks

Mon-Fri, April 9-13

Registration for Fall 2007

Fri, April 13

Last Day to Withdraw from a Class

Sat, April 14

Opening Reception: First Year FND
Students Exhibition, CVA Gallery

Apr 30-May 10

Academic Advising Weeks

May

May 3-11

Spring Graduates Exhibition,
CVA Gallery

Mon-Wed, May 7-9

Senior Thesis Presentations

Fri, May 11

Spring Graduates Reception,
CVA Gallery, 5 - 8 p.m.

Mon-Thurs, May 7-10

Final Exam and Critiques Week

Mon-Tues

Final Exams

Wed-Thurs

Class Critiques

Fri, May 11

Commencement, Minnesota
History Center, 3:30 p.m.
Senior Reception, CVA Gallery,
5 - 8 p.m.

Wed, May 16

Final Grades Due by 12 Noon



02

**INTRODUCING
THE COLLEGE OF
VISUAL ARTS**



MISSION

The College of Visual Arts educates men and women to explore opportunities, and develop the skills and confidence necessary to become accomplished artists in the dynamic world of art and design.

MESSAGE FROM THE PRESIDENT

2006 begins a new chapter in the history of the College of Visual Arts. This is an exciting and transformative time. As the new President of the college, I would like to welcome and invite you to learn more about us.

CVA is committed to learning through the visual arts. As artists, designers, scholars, and educators, we believe in the power of all forms of visual communication, including the written word.

Through the visual arts, we see, examine, and explore the world. Through the ages, art and design have recorded history, illustrated and examined probing questions, and attempted to give meaning to the inexplicable.

At the College of Visual Arts, we are interested in engaging with those around us. What we have to offer is a means of participating in the visual world through art and design education. We solve problems, ask questions, provide models by example, and challenge our preconceptions. We see education through the arts as a vehicle for exploration and an ideal means of communication.

We hope you take the time to get to know the College of Visual Arts. We look forward to your participation and getting to know you.

Ann Ledy,

President and Chief Academic Officer

CAMPUS LOCATION

CVA is located in the beautiful Summit Hill and Cathedral Hill neighborhoods of Saint Paul. The college is close to Grand and Selby Avenues and downtown Saint Paul. Students who need housing have a wide choice of affordable apartments, duplexes, and single family homes.

The college is close to Minneapolis and other metropolitan communities. Students can easily get around on a public transportation system that is fast and affordable; excellent biking trails are also available. The Twin Cities area has all the resources of a major metropolitan area, including cultural and educational institutions and professional sports.

The Twin Cities is a showcase for all the arts. The Minneapolis Institute of Arts, the Walker Art Center, and other museums and galleries offer a rich cultural experience. Theater is well represented by the Guthrie Theater and scores of other acting companies. The St. Paul Chamber Orchestra and the Minnesota Orchestra offer classical music to the community; concerts and clubs feature jazz, folk, contemporary, and all other types of music for their audiences.

The area has a large number of businesses with creative employment opportunities, including design studios, ad agencies, web providers, exciting new firms, and major corporations such as Target, 3M, Best Buy, General Mills, and Medtronic.

CVA collaborates with art and design professionals and cultural institutions to take advantage of the resources of the vibrant Twin Cities area, enriching the opportunities and experiences available to students.

ACCREDITATION

The College of Visual Arts is accredited by the Higher Learning Commission: A Commission of the North Central Association of Colleges and Schools. HLC may be reached at:

The Higher Learning Commission
30 North LaSalle, Suite 2400
Chicago, IL 60602-2504
Telephone: 800.621.7440

03



ADMISSIONS



The College of Visual Arts welcomes applications from prospective students interested in a BFA degree in art or design. All applications for admission are evaluated on the basis of a portfolio review, personal statement of interest, and records of academic aptitude and performance. Admissions decisions are individualized and take into account all aspects of the applicant's background.

APPLICATION PROCESS

Application Form and Fee Students begin the admissions process by submitting the application form with a \$40 nonrefundable application fee. An application form can be found online or can be obtained from the Admissions Office.

Personal Statement of Interest This is a prospective student's opportunity to describe his or her interests and motivations in the visual arts and why attending CVA will help achieve those goals. Students are encouraged to write about personal thoughts on art, past achievements or experiences, and future goals. If applicable, an applicant should address unusual circumstances that may have affected past academic performance.

Transcripts Applicants must present proof of high school graduation or its equivalent. Official, sealed transcripts from the high school and all postsecondary institutions attended must be sent directly to the Admissions Office. (Please note that transcripts stamped "Issued to Student" are NOT considered official.) If a student has not completed high school, he or she must submit General Equivalency Diploma

(GED) scores in addition to an official high school transcript. If a bachelor's degree at a U.S. college or university has been obtained, a prospective student need not furnish a high school transcript.

Test Scores An ACT or SAT score is required for all applicants unless otherwise notified by the Admissions Office. All applicants who are transferring from another college with fewer than 30 successfully completed college credits at an accredited institution must submit an ACT or SAT score. The college's ACT code is 6117 and the SAT code is 6147.

- *Recommended but optional:* Applicants who have successfully completed 30 or more college credits at an accredited institution are not required to submit ACT or SAT scores. Although not required, students may include test scores with their application materials to build a more complete record showing their academic potential.

Portfolio Review Portfolios should include between 12-20 examples of artwork that best exemplifies the applicant's ability. Half of the portfolio should include drawings from direct observation. A portfolio may include drawing, painting, digital work, photography, printmaking, sculpture, video, and documentation of installation. Sketchbooks may also be included to supplement a portfolio. A portfolio can be reviewed on campus or sent through the mail.

Reviews take place at CVA by making an appointment with the Admissions Office. Applicants should bring original work but slides, photographs, or Macintosh-compatible CDs can be used to represent oversize, three-dimensional work, or digital work. URLs for web sites may also be submitted.

Applicants mailing in their portfolio should not send original artwork, as items may be damaged while in transit, but send slides or Macintosh-compatible CDs of their work. Slides must be labeled with the title and an arrow indicating the top of the slide. Work on CDs must be labeled with the title. A numbered slide list or inventory, detailing the title of the piece, size, media and date of completion must be included for slides and CDs. For portfolios to be returned, a self addressed, stamped envelope must be included.

Campus Visit, Workshops, and Tours The atmosphere of a college is difficult to communicate through photographs and catalogs alone. We are proud of our distinctive community and we welcome visitors to the campus. We recommend that all applicants attend one of the many open houses held throughout the year or call to schedule a personal tour. Similarly, we appreciate the opportunity to meet applicants in person and to learn more about backgrounds and ambitions.

Students wishing to enhance their portfolio for admission should strongly consider attending one of CVA's Portfolio Building Workshops, offered in the fall and winter, and/or our Pre-College Summer courses. Information on workshops and summer courses can be found on the CVA website or by contacting the Admissions Office.

ADMISSIONS INFORMATION

Acceptance Notification Applicants who have submitted all application materials by the priority deadline (May 1 for fall or December 1 for spring) will be notified of the admissions status within two weeks after fulfilling their application requirements. Applicant files are evaluated on a rolling basis. CVA will continue to accept applications after the May 1 and December 1 priority deadlines unless or until maximum enrollment is achieved.

Tuition Deposit Payment of a \$200 tuition deposit secures a position at CVA for accepted applicants and allows new students to register for classes. This deposit is applied directly to the tuition cost. The balance of tuition is due during final registration and orientation, which takes place the week before classes begin each semester. Deposits received before May 1 for fall semester and before December 1 for spring semester are refundable. Deposits received after May 1 or December 1 are non-refundable unless the refund is requested within three days after payment.

Admission on Academic Probation CVA offers admission on academic probation to students who show artistic potential but to some degree do not meet CVA's academic standards. Admission on probation allows students, who would otherwise be declined admission, a chance to prove that they can successfully handle a rigorous curriculum. Students admitted on academic probation must maintain a minimum grade point average (GPA) of 2.0 on a 4.0 scale (or C average) and successfully earn a total of 18 credits by the end of their second semester of enrollment. If the student meets this requirement, the probationary status is removed. If the student is unable to fulfill this requirement, the student is academically suspended.

ENROLLMENT OPTIONS

Full-Time Students Students are considered full-time when they carry 12 credit hours per semester. Students who plan to graduate within four years must take six semesters with a 15-credit load and two semesters carrying 18 credits. International students with F-1 or J-1 status are required to carry 15 credits, since falling below full-time status will cause that student to be classified "Out-of-Status" under SEVIS regulations.

Spring/Summer Foundation Year Students may begin the first year foundation program in the spring semester, completing the second semester of their

foundation year in the summer. This option gives students the opportunity to continue as sophomores at the start of the next academic year in the fall. Students participating in the Spring/Summer foundation program must commit to both spring and summer semesters.

Part-time Students Students are considered part-time if they are enrolled in fewer than 12 credits per semester. While students are able to pursue a degree on a part-time basis, the college's small size does not allow classes to be offered exclusively during evening hours. The college strongly encourages students to attend full-time in order to benefit from, and fully immerse themselves in, CVA's artistic and academic community.

Second Degree Students CVA frequently enrolls students who have already completed a bachelor's degree at other institutions. Second degree students come to CVA from a wide range of educational and professional backgrounds, including persons with considerable professional experience, as well as individuals with limited art and design experience. Second degree students are subject to the same policies as degree-seeking students and must meet all standard admissions criteria. Contact the Admissions Office for specific application instructions.

Non-degree Students Students who do not plan to pursue a BFA degree may enroll in classes on a space-available basis and with permission of the appropriate department chair. Non-degree students do not need to complete general admissions procedures, only a CVA application. Non-degree students are not eligible for financial aid and are subject to the same tuition structure as part-time, degree students. Non-degree seeking students must meet their prerequisite courses, or receive approval from the appropriate department chair. An individual interested in enrolling as a non-degree student should contact the Admissions Office for more information.

TRANSFER STUDENTS

Transfer students must have official, sealed transcripts sent to CVA from their high school and all post-secondary institutions attended. Once all admissions materials have been received and a student has been accepted into the college, an official evaluation of transfer credit will be provided. Applicants may transfer a maximum of 60 semester credits. Academic credits earned at other regionally accredited post-secondary institutions will be accepted if the applicant received a “C” or above and if the course is appropriate to CVA’s curriculum. Remedial and developmental course credits will not be transferred. Students attempting to transfer studio credits must submit a portfolio that displays the range of work done in each course they wish to transfer.

The Admissions Office, in conjunction with faculty, review student work based on the official transcripts and the quality and equivalency of the work shown in the transfer portfolio to work done in similar classes at CVA. Studio credits are not automatically transferred and must be assessed on an individual basis. Transfer portfolios for all prospective studio credits should be submitted prior to the beginning of the term for which the student is seeking admission, as it may affect the student’s registration. Guidelines for the transfer portfolio preparation are available from the Admissions Office.

All oversized, three-dimensional, or digital work should be represented by slides, photographs, or Macintosh-compatible CDs. URLs for web sites may also be submitted. Slides must be labeled with the title and an arrow indicating the top of the slide. Work on CDs must be labeled with the title. A numbered slide list or inventory, detailing the title of the piece, size, media and date of completion must be included for slides and CDs. If mailed, a self-addressed, stamped envelope should accompany slides and CDs for them to be returned.

INTERNATIONAL STUDENTS

International students are encouraged to apply for admission as early as possible. The I-20 form needed to obtain a student visa will be issued upon acceptance to CVA and once the \$200 tuition deposit has been received. In addition to the general admission requirements, international applicants must also submit the following:

- (1) *Proof of English Language Proficiency*: Unless English is foreign applicant’s first language, a minimum score of 500 on the paper Test of English as a Foreign Language (TOEFL), 173 on the computer version of the TOEFL, or completion of an English as a Second Language (ESL) program through level 109 is required. A solid command of oral and written English is necessary for success in CVA’s programs. The college’s TOEFL code number is 6108.
- (2) *Certified Translation of all Documents*: Diplomas, transcripts, financial statements and letters must be submitted in certified English translations. The Admissions Office can refer students to organizations providing translations.
- (3) *Declaration of Finances*: International students must submit an official affidavit and appropriate bank statement verifying adequate funds to cover tuition, fees, housing and supplies for one academic year at CVA. Any declarations must be submitted in US currency.

Transfer Credit for International Students Students wishing to transfer credits taken outside the United States to the College of Visual Arts must have an equivalency evaluation performed by a recognized organization providing such services. The Admissions Office can refer students to organizations providing evaluations.

PSEO (POSTSECONDARY ENROLLMENT OPTIONS) FOR HIGH SCHOOL STUDENTS

Postsecondary Enrollment Options is a Minnesota Department of Education program that allows high school students an opportunity to earn college credit while enrolled in high school. CVA's PSEO Program offers qualified high school students a challenging and rewarding introduction to art and design. High school students interested in building a portfolio for art and design school admission and earning credit towards a Bachelor of Fine Arts degree at the College of Visual Arts are encouraged to apply.

Qualifications for the PSEO program:

1. High school senior
2. 3.0 GPA
3. Recommendation from a high school art teacher and guidance counselor

Fall 2006 PSEO course options:

- FD112: Foundation Drawing I [3 credits]
- AH120: Prehistoric through Medieval Art History [3 credits]

Spring 2007 PSEO course options:

- FD113: Foundation Drawing II [3 credits]
- Prerequisite FD112
- AH121: Renaissance through Modern Art History [3 credits] Prerequisite AH120

CVA PSEO Program admissions requirements:

1. College of Visual Arts PSEO Application
2. Minnesota Board of Education PSEO Registration Form
3. Guidance Counselor Recommendation Form
4. Art Teacher Recommendation Form
5. Official copy of high school transcript
6. Drawing Review: Please bring in 5 drawings from direct observation.

Application deadlines We encourage students to complete the application process before June 1 of their senior year. There are a limited amount of spaces available and are given to those who qualify on a first come basis. Notification of acceptance will be sent before June 10.

Students are responsible, along with their high school counselors, to ensure that the courses taken at CVA will be sufficient to meet their high school graduation requirements. We ask that each student clarify what his or her high school schedule is before attending CVA registration in July. Class space is limited and class times are assigned depending on space availability. CVA is not responsible for fulfilling the student's required high school requirements for graduation. PSEO students must request in writing from the CVA registrar, that an official copy of their CVA transcript be sent to their high school.

Once a student is accepted into the PSEO program, they become members of the CVA community. The student is part of Fall Orientation, the Peer Mentorship Program and is given an Academic Adviser. All textbooks and equipment are provided to the student. The supplies are the property of CVA and must be returned at the end of the semester.

Acceptance into the CVA PSEO program does not guarantee acceptance into the Bachelor of Fine Arts Degree program at the College of Visual Arts. All students interested in the BFA program must go through the BFA admissions process.

For more information on PSEO or to receive an application, please contact the Admissions Office.

04

**TUITION
INFORMATION**



TUITION AND FEES

Below is the tuition and fee schedule for 2006–2007.

Full-time tuition per year (12–18 credits per semester)	\$19,436
Part-time Tuition per credit (under 12 credits)	\$970
Student Fee per year	\$500

Special Fees Charged by CVA

Academic Transcript Fee	\$4
Application Fee	\$40
Enrollment Deposit	\$200
Digital Photo Fee +	\$125
Graduation Fee	\$50
Late Tuition Fee	\$100
Locker Rental (Refundable)	\$10
Photo ID Replacement Fee	\$5

+ Charged only for classes PH310 & PH311

EARLY TUITION DISCOUNT POLICY

Students whose total tuition balance is received within 60 days prior to the beginning of a semester will be eligible to receive a 3 percent discount off tuition. A student, who elects to take advantage of the early tuition discount, should pay the amount due minus the amount of the discount. The tuition discount for full-time enrollment during 2006-2007 school year is \$292.

TUITION PAYMENT POLICY

Tuition and fee charges are due 30 days prior to beginning of each semester. Total charges due reflect any anticipated financial aid already approved for the student. If changes are made to the financial aid, the amount due will be adjusted at that time and a revised billing statement will be mailed to the student.

Please remit payment to: The College of Visual Arts,
Attn: Business Office, 344 Summit Avenue, St. Paul,
MN 55102.

If tuition and fees not paid in full by the due date, a late fee of \$100 will be charged to the student's account.

TUITION REFUND POLICIES

Should a student elect to completely withdraw from CVA and the refund calculation determines that funds are owed to the college, he or she must pay the amount due within 10 business days from the date of withdrawal. Any account balance not satisfied within this timeframe will be turned over to CVA's collection agency for immediate payment.

A student who **completely** withdraws from the college may receive a partial refund of tuition and fees in accordance to the following refund schedule:

Refund Schedule for Fall and Spring Terms

First day of class	100%
2nd through 6th day of class	85%
7th through 11th day of class	70%
12th through 16th day of class	55%
17th through 21st day of class	40%
22nd through 26th day of class	25%
27th through 31st day of class	10%
After 32nd day of class	0%

Return of Federal Funds Policy A federal financial aid recipient who withdraws from the college prior to the 60 percent point of a term is subject to the Federal Return of Title IV Funds refund calculation. The types of assistance included under this policy are the Federal Pell Grant, Federal SEOG, Federal Stafford Loans, and the Federal PLUS Loan. The college must calculate the amount of unearned Title IV funds to be returned to the appropriate federal aid programs. The college and the student are responsible for repaying the balance of unearned aid as determined by this policy.

The percentage of Title IV aid earned equals the portion of the period completed in calendar days divided by the length of the term, also in calendar days. The amount of the funds earned equals the percentage earned multiplied by the funds disbursed. The percentage of the federal funds unearned equals 100 percent less the percent earned. The amount of Title IV funds unearned equals the difference between the federal aid disbursed and the amount of federal aid earned.

Because the institutional refund policy follows a different formula for reducing tuition and fees, a student may owe money to the college after all the calculations are complete. A student considering withdrawal is encouraged to visit the Financial Aid Office to simulate the financial effect of withdrawing from the college.

Withdrawal Date The withdrawal date is determined at the time a student completes an official CVA withdrawal form or otherwise notifies the college in writing of the intent to withdraw. Should a student fail to notify the college of the withdrawal, the withdrawal date is considered to be the midpoint of the term.

Exit Interview Financial aid recipients must schedule an exit interview with the Financial Aid Office.



05

**FINANCIAL AID
INFORMATION**



CVA believes that every accepted student should have the opportunity to enroll at the college, regardless of financial need. Through a program of scholarships, grants, loans, work-study, and the Key Bank Monthly Payment Plan, CVA provides a comprehensive approach to assist students who may be in a challenging financial situation. The Financial Aid Office works with each student to develop a financial aid package that best meets specific financial needs.

HOW FINANCIAL AID IS DETERMINED

A student must complete the Free Application for Federal Student Aid (FAFSA) to apply for federal and state financial aid. A report called the Student Aid Report (SAR) is an analysis of the information reported on the FAFSA. The student and financial aid office receives a copy of this report. The financial aid office uses information provided on the SAR to determine a student's financial aid award.

The financial aid office calculates financial need by taking the total cost of attendance minus the expected family contribution (EFC). The EFC, reported on the SAR, is an indicator as to how much a family can pay towards the total cost of attendance.

The financial aid office then determines the types and amount of aid a student is eligible to receive based on financial need, grade level, and course load. The aid is "packaged" into an award and a letter of notification is mailed to the student's address.

Estimated Cost of Attendance The following are the direct and indirect estimated costs for 2006-2007. Direct costs (tuition and fees) are billed by CVA and estimated costs, (books/supplies, living expenses) identified by an asterisk (*) are not charged by the college. Please note that estimated expenses might differ for each student depending upon living arrangements and individual circumstances.

Direct Costs	
Full-time tuition per year	\$19,436
Student Fee	\$ 500
Estimated Indirect Expenses	
*Books/Supplies	\$ 2,244
*Living Expenses:	
*Room and Board	\$ 3,163
*Transportation	\$ 2,170
*Miscellaneous/Personal	\$ 2,587
<i>Total</i>	\$30,100

ELIGIBILITY REQUIREMENTS

Most types of financial aid are awarded based on need. Need is essentially the difference between the cost of education and the amount a family is expected to contribute toward those costs. A family's expected contribution is determined by a standard federal formula.

To be eligible for financial aid, a student must:

- a. Apply and be admitted to the college in a degree program
- b. Apply for Financial Aid
- c. Be a U.S. citizen or permanent resident
- d. Be registered with Selective Service (if you are a male)
- e. Not be in default on any educational loan or owe a refund on any federal or state grant
- f. Maintain satisfactory academic progress towards a degree

Some types of financial aid may require full time enrollment. Financial aid is prorated for part-time students according to their course load. *Financial aid for second degree seeking students is limited to the CVA Grant and student loans.*

A student has to reapply annually for *all types of* financial aid. In January new financial aid forms and applications are distributed for the next fall term. The application deadline for returning CVA students is April 1.

AVAILABLE FINANCIAL AID PROGRAMS

NEED BASED GIFT AID

Federal Pell Grant The Federal government awards Pell Grants to students who are U.S. citizens or permanent residents enrolled in a degree-granting program. Full-time enrollment for this grant is 12 credits per semester.

Federal SEOG The SEOG is a federally sponsored program administered by the college for students demonstrating exceptional financial need. Awards are based on need, availability of funds, and the amount of aid received from other sources.

Minnesota State Grant This grant is available to Minnesota residents only (residency is determined by program). State grant guidelines determine the amount of the award based on need and credit load. Full-time enrollment for the MN State Grant is 15 credits per semester.

CVA Grant CVA tuition grants are offered to admitted students and vary in amounts depending on demonstrated financial need. *The CVA grant must be renewed for the following award year no later than April 1st by completing the Free Application for Federal Student Aid. A 2.5 cumulative grade point average is also required for retaining the CVA Grant.*

CVA MERIT-BASED SCHOLARSHIPS FOR NEW STUDENTS

CVA merit-based scholarships are awarded by committee to new students who display exceptional academic and artistic potential. Scholarship awards vary depending upon academic record, test scores, portfolio, and extracurricular activities. Students who

have a minimum high school cumulative GPA of 3.0 and are accepted as a full-time student to CVA are invited to apply. The application deadline is March 1.

These scholarships are renewed on an annual basis if the recipient maintains the required cumulative GPA and submits the CVA Application for Financial Aid by April 1.

Trustee's Scholarship: \$7,500

Required cumulative GPA for renewal is 3.5

President's Scholarship: \$3,000

Required cumulative GPA for renewal is 3.25

Leadership Scholarship: Discretionary

Required cumulative GPA for renewal is 3.0

ANNUAL CVA JURIED MERIT SCHOLARSHIP EXHIBITION AWARDS

The scholarships identified below are awarded to enrolled students participating in the annual merit scholarship exhibition. These scholarships are awarded to eligible students selected by a jury of CVA Trustees. Awards are announced in March at the annual scholarship exhibition.

Qualified applicants must be currently enrolled as a full-time matriculated student, have a cumulative GPA of 3.5 or above, must maintain a cumulative GPA of 3.5 through the spring semester, must complete 24 credits during the academic year, and currently enrolled students must have a minimum of 24 credits remaining toward graduation. Recipients of all awards must be enrolled full-time throughout the term of their award.

NAMED SCHOLARSHIP	AMOUNT OF AWARD	BY CURRENT GRADE
Bobleter	\$4,000.00	First Year Foundation
Bobleter	\$4,000.00	Sophomore
Rahja	\$4,000.00	Junior
2 Honorable Mention	\$1,400.00	First Year Foundation
2 Honorable Mention	\$1,400.00	Sophomore
2 Honorable Mention	\$1,400.00	Junior

SPECIAL NAMED SCHOLARSHIPS

These scholarships are in honor of the following individuals in recognition of a given discipline. Recipients are selected annually by a faculty committee. Awards are announced in March at the annual scholarship exhibition.

Qualified applicants must be currently enrolled as a full-time matriculated student, have a cumulative GPA of 3.0 or above, must maintain a cumulative GPA of 3.0 through the spring semester, must complete 24 credits during the academic year, and currently enrolled students must have a minimum of 24 credits remaining toward graduation. Recipients of all awards must be enrolled full-time throughout the term of their award.

Larsen Scholarship: Graphic Design Award

Jim Czarniecki Scholarship: Photography Award

Charles M. Schultz: Illustration Award

Fine Arts - TBA

NEED BASED SELF HELP AID

College Work-Study Federal and state funds provide part-time, on and off campus employment opportunities for students. Award amounts are based upon the availability of funds and financial need.

Federal Stafford Student Loan (subsidized) This program provides long-term low interest loans that are obtained through private lending agencies. Payments are not required and interest doesn't accrue on this loan as long as the student is enrolled at least halftime. Repayment of this loan normally begins six months after graduation or withdrawal from the college.

NON NEED-BASED SELF HELP AID

CVA Work-Study CVA funds provide part-time, on campus employment opportunities for students. The amount of the award is based upon the availability of funds. Financial need is not required for this program.

Federal Stafford Student Loan (unsubsidized)

This program provides long-term, low interest loans that are obtained through private lending agencies. Unlike the subsidized Stafford Loan, interest does accrue. However, students have the option of making interest payments on this loan while in school. If no payments are made, accrued interest will be capitalized. Repayment of this loan normally begins six months after graduation or withdrawal from the college.

Student Educational Loan Fund (SELF)

The SELF program is a variable interest loan provided by the State of Minnesota. This loan is designed for students who cannot obtain the financing they need from need-based aid programs. This loan does require a credit-worthy co-signer.

Federal Parental Loan for Undergraduate Students (PLUS)

The PLUS loan is for parents of enrolled students who need additional funds to meet educational expenses. The interest rate for this loan is variable and is adjusted annually. Repayment begins 60 days after the final loan disbursement for each year.

HOW TO APPLY FOR FINANCIAL AID

Step 1: Choose the appropriate CVA Financial Aid Application form, either for new student or returning student. Both forms are available on the CVA financial aid web page. Complete and submit to the Financial Aid Office by mail or fax (651.224.0090).

Step 2: Complete the Free Application for Federal Student Aid (FAFSA) on the Web Pre-Application Worksheet and log onto www.fafsa.ed.gov to submit your FAFSA on-line. **CVA's school code is 007462.** To sign your FAFSA electronically, you and your parents, if applicable, must have a personal identification number or PIN. If you do not have a PIN or have forgotten it, you may request it at www.fafsa.ed.gov. After you submitted your FAFSA on-line, you and CVA will receive a report called the Student Aid Report (SAR) within 72 hours.

If you do not want to submit your FAFSA on-line, you may request a FAFSA booklet from the Financial Aid Office. Once your form is completed, please submit your form to the Financial Aid Office for processing.

If you already completed the FAFSA and did not include CVA as one of your college choices, call 800.433.3243 or go on-line to www.fafsa.ed.gov to have a copy of your SAR sent to the CVA Financial Aid Office.

Your FAFSA may be selected for a process called verification. One out of every three applicants is selected for this process. If your application is selected, the CVA Financial Aid Office will contact you requesting various documents. Please note that your financial aid file will be placed in "hold status" until all the required information is received by the Financial Aid Office.

NOTE: It is recommended that you submit the FAFSA after you and/or parents, if applicable, have completed the current federal income tax forms (1040). If the tax forms are not complete, you may estimate the financial portion of the application.

Step 3: To apply for the Federal Stafford Loan, you must complete student loan entrance counseling and complete the Federal Stafford Master Promissory Note (MPN). You will be required to select a lender for your Stafford Loan application. Please review CVA's list for suggested lenders that is available on the CVA financial aid web page.

- a. Complete Stafford Loan entrance counseling on-line (www.collegexit.com) or attend a scheduled loan counseling session.
- b. Complete the MPN on-line (olmpn.glhec.org) or submit a paper application to the CVA Financial Aid Office. The MPN is a continuous promissory note that needs to be submitted only once. Paper applications are available in the CVA Financial Aid Office or at olmpn.glhec.org.

Returning CVA Students: To renew your Stafford Loan for another year, answer "Yes" that you do want a student loan on your FAFSA application.

Step 4: If you wish to apply for the MN SELF Loan, complete the following steps:

- a. Complete SELF Loan counseling on-line (www.mheso.state.mn.us) or attend a scheduled loan counseling session.
- b. Complete and submit the SELF Loan application. This application must be submitted annually in order to continue receiving this loan. The SELF Loan application is only available in hard copy format. Applications are available in the CVA Financial Aid Office.

Please contact the CVA Financial Aid Office should you have any questions. You are invited to arrange an appointment for a review of your aid application. During the review you will be given an estimate of your costs and financial aid eligibility.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS POLICY

Satisfactory academic progress is defined as progressing in a positive manner towards fulfilling the requirements of a degree program. There are two components to measure academic progress. The first is a qualitative measure by use of the cumulative grade point average (GPA); the second is the quantitative measurement that is determined by the number of credits successfully completed.

Qualitative Requirements (GPA) A student is required to maintain a 2.0 cumulative GPA for courses taken at the College of Visual Arts. Grades of A through C- are considered passing grades for studio courses with prerequisites and liberal arts foundation courses. Passing grades for all other required courses are A through D. The grade of F (Fail) is not a passing grade. Letter grades of A through F are included in the cumulative GPA.

Grades of I (Incomplete), S (Passing), U (Not passing), Au (Audit) and W (Withdrawal) do not carry a numerical value and do not affect the GPA.

If a course is repeated, the second grade is used in calculating the cumulative GPA.

Qualitative Requirements (Course Completion Rate) A student is expected to earn his or her degree within 150 percent of the published length of the program (maximum six years). In order to meet this requirement, a student must successfully complete at least 67 percent of attempted credits each term. Accepted transfer credits are included in the calculation of a student's course completion rate.

Full-time enrollment for financial aid purposes is 12 or more credits per term. Please note that 15 credits per semester is considered full-time enrollment for the Minnesota State Grant Program.

Academic Progress Review Satisfactory academic progress is evaluated at the end of each period of enrollment.

Financial Aid Probation Should a student's overall GPA fall below 2.0 and/or whose overall completion rate is below percent, the student is placed on financial aid probation for the following term. While on probation, a student remains eligible for financial aid. If at the end of the probationary term, a student who fulfills the requirements of this policy is removed from probationary status.

Financial Aid Suspension A student who does not achieve the necessary requirements is placed on financial aid suspension and will lose eligibility for financial aid. In addition, a student who exceeds the maximum published length of the program (six years) is placed on financial aid suspension. A student may regain eligibility for assistance after demonstrating the ability to maintain the standards of this policy.

Financial Aid Appeal Process A student who fails to maintain satisfactory academic progress and is suspended from financial assistance has the opportunity to appeal based upon unusual or extenuating circumstances beyond the student's control.

Financial Aid Academic Appeal forms are available in the Financial Aid Office. A student must submit the completed appeal form and supporting documentation to the Director of Financial Aid within 30 days of notification of financial aid suspension. The Financial Aid Committee will review all financial aid appeal requests and will provide a written decision to the student within 10 business days upon receipt of the request. All decisions made by the committee are final.

FREQUENTLY ASKED QUESTIONS AND ANSWERS

1. How do I apply for financial aid?
2. Am I required to report my parents' information on the FAFSA?
3. What if my income has decreased from the previous year or I have unexpected circumstances that affect my ability to pay for college?
4. What types of financial aid are available at CVA?
5. How is financial need determined?
6. What is EFC?
7. How will I be notified of my financial aid award?
8. How will I receive my financial aid?

1. How do I apply for financial aid?

Complete the Free Application for Student Financial Aid (FAFSA) and the CVA Financial Aid Application. Both applications are available in the CVA Financial Aid Office. To continue receiving financial aid, students are required to reapply each year. The re-application deadline is April 1.

2. Am I required to report my parents' information on the FAFSA?

You are required to report parent information if you do not meet one of the following criteria:

- a. You are 24 years of age by December 31 of the year you are applying for aid.
- b. You have at least one bachelor's degree and are working on a master's or doctorate program.
- c. You are married.
- d. You have children or other dependents who receive more than half of their support from you.
- e. Both parents are deceased, or until the age of 18 you were a ward/dependent of the court.
- f. You are a veteran of the U.S. Armed Forces.

If you are unsure of your status or have extenuating circumstances, please contact the Financial Aid Office.

3. What if my income has decreased from the previous year or I have unexpected circumstances that affect my ability to pay for college?

If your income has decreased by a significant amount from the previous year or if you have unexpected circumstances, please see the Financial Aid Office for assistance.

4. What types of financial aid are available at CVA?

CVA offers federal, state, and institutional assistance to those who qualify. Types of financial aid are grants, scholarships, work-study, student loans, and a loan for parents. Students at CVA usually receive a combination of aid depending upon financial need.

5. How is financial need determined?

Financial need is determined from the results of your FAFSA. The formula used to determine need is the cost of attendance (tuition, fees, books, supplies, living/personal expenses) minus the Expected Family Contribution (EFC) equals financial need. Once the financial need is determined, the Financial Aid Office will know what types and the amount of aid to offer.

6. What is EFC?

The EFC (estimated family contribution) is reported on your Student Aid Report (SAR). The SAR is a summary of the information reported on the FAFSA. The EFC is the dollar amount the federal government determined you and your family can contribute towards the cost of attendance.

7. How will I be notified of my financial aid award?

An eligibility notice will be mailed to you detailing the type and amount of assistance you are eligible to receive. At this time, you have the option to refuse and/or ask for adjustments to all or a portion of your aid award. Billing information is also enclosed with the notice of aid.

8. How will I receive my financial aid?

Financial aid is disbursed on a semester basis. After financial aid has been applied against your charges and if a credit balance is the result, a refund check will be generated by the CVA Business Office after the six day drop/add period.



06

**STUDENT
LIFE**



OFFICE FOR STUDENT LIFE

The Director of the Office for Student Life is responsible for the overall student wellness and for the non-academic student-centered issues at the college. The Director provides student-centered support and referral services, is a confidential resource for students and is available for a range of student-services including conflict mediation and assisting students in adjusting to college life. The Director is the advisor for international and exchange students, oversees Disability Services, Student Government, Campus Activities, and the Peer-Mentoring Program and manages the student lounge in the Western Avenue building. The Office for Student Life is open throughout the year. To ensure that a student's need is met, it is best for a student to make an appointment with the Director. However walk-in visits are always welcome on a first-come, first served basis.

PEER-MENTORING PROGRAM

Peer mentors are recommended college work study students, trained to help connect newly enrolled students to the academic and social terrain of CVA, the art and design community and the Twin Cities area. Peer mentors are responsible for sponsoring social activities for the Foundation cohort as well as for meeting individually with every new student on a regular basis during their first year at the college.

STUDENT GOVERNMENT

Student Government at CVA augments the mission of the Office for Student Life by sponsoring and coordinating events, programs, and open forum discussions for enrolled students. Student government creates opportunities for student leadership and provides a venue for students to express their interests and concerns. Elections are held each spring for a President, Secretary, Treasurer, Activities Coordinator, and representatives.

CAMPUS ACTIVITIES

CVA encourages students to become involved with programs and events sponsored by the college and other organizations. Events planned by the Office for Student Life and the Student Government offer students opportunities for getting to know other students in a variety of social, cultural, and educational settings. Involvement with student groups, such as the Minnesota chapter of the American Institute of Graphic Arts, allow students to network with some of the leading minds in the graphic arts community.

Student Life Sponsored Events The Office for Student Life works with the student government to sponsor social and cultural events throughout the school year. Activities have included trips to apple orchards, sledding outings, weekly bowling, and costume dances. Student clubs that have regular meetings are also encouraged and supported, such as a film and anime club.

SUPPORT SERVICES

Counseling and Referral Services In an effort to better meet a student's personal needs, CVA has a special referral arrangement with a separate entity, Insight to Growth. This psychological service provider is conveniently located at 366 Selby Avenue, at Western Avenue. Whether a student needs a single appointment, just someone to talk to, or long-term therapy, Insight to Growth can offer assistance. Insight to Growth accepts insurance, and will work with a student on a sliding pay scale.

Insight to Growth's telephone number is 651.665.0585. A student can ask for Dr. Skye Payne, Dr. Marcia Bennett, or Dr. Greg Stern.

Disability Services CVA provides a supportive environment for students with disabilities. Early self-disclosure of a learning, psychological or physical disability is an integral component for success at college. All inquiries should be directed to the Director for Student Life. Students requesting accommodations are required to submit a "Request for Accommodations for Students with Disabilities" form, including documentation from a physician or other licensed professional. Failure to provide required documentation will result in delayed or denied services. Completed requests will be reviewed to determine the appropriate accommodation. All information and documentation relating to disabilities is confidential and is not released without the student's written consent. Submission of the appropriate form and documentation does not guarantee accommodation.

Housing CVA makes every effort to connect students with area apartment owners, managers, and local residents willing to sublet. Many students currently reside in apartment buildings in close proximity to the college facilities. The Office for Student Life will provide current housing information upon request.

Lockers First year students will be provided with their own locker or a locker to share in the student lounge at the Western building. Remaining lockers are available to students on a first-come, first-served basis. Students are responsible for the care and appearance of their assigned lockers. Lockers must be emptied of all items at the end of the academic year or at the time of withdrawal from the college. CVA does not accept responsibility for lost or stolen objects or objects left in lockers. A \$10 deposit is required to obtain a locker. This amount is totally refunded upon the return of the lock at the end of the semester or academic year. For information on obtaining a locker, contact the Registrar's Office.

E-mail The college assigns each student an e-mail address with the cva.edu domain. Students are required to use this address when communicating with CVA faculty and staff. New students will receive their e-mail address and password at orientation. Returning students will retain their address from year to year. A student can contact their advisor with questions about the e-mail service or a lost password. For information regarding how to use student e-mail, please contact CVA's digital tutor, Carol Zen, at: CAROL@CVA.EDU.

Mailboxes Student mailboxes are located on the first floor of the Summit building. At the beginning of each academic year students are assigned a new mailbox. Students are responsible for checking their mailboxes for telephone messages, notes from faculty or staff, registration information, etc. Mailboxes should be checked on a regular basis. Items placed in mailboxes are considered confidential. The college is not responsible for students not receiving messages, notes, memos, etc. Any questions concerning student mailboxes can be directed to the Registrar's Office.

ALUMNI BENEFITS

Alumni from the College of Visual Arts are a valued and recognized part of the college's community. CVA is proud of alumni achievements in the world of art and design and seeks to be an asset for future alumni success. CVA welcomes alumni interest, support, and assistance.

Alumni may benefit from the educational and professional environment at the college by using a number of services and facilities. These include auditing classes, library privileges, and access to labs. In order to initiate and maintain these benefits it is requested that alumni:

1. Update the Alumni Office (alumni@cva.edu) with a current address, telephone number and e-mail address. Alumni may also include the URL for their personal home page or for their place of employment. A link to this web site will be added to the CVA Alumni web site page. Sharing other information such as new jobs, gallery shows, weddings, etc. is also welcomed!
2. Visit the Registrar's Office during regular office hours to update your CVA ID. A current ID will be required for access to the library and labs.

Benefits:

1. Auditing a Class: Alumni are allowed to audit (pass/fail basis; reflected on transcript) one class following their graduation provided that all financial obligations to CVA are paid and they are registered with the Alumni Office. Alumni are expected to pay any course fee. Enrollment for a class depends upon space availability. To register for a class, alumni should contact the Registrar's Office. Subsequent classes may be audited at the posted credit fee plus lab fees (available on-line or from the Business Office).

2. Library Privileges: Alumni may use the library as an education resource. They may checkout items including books, slides, videos, and magazines and have access to the various online databases. Library access, however, does not include interlibrary requests. For more information contact the Library Director.

3. Computer Labs Access: Alumni may use the college computer labs during regular building hours. Priority is first given to scheduled classes and enrolled students.

4. Photography Facilities Access: There is a per semester fee (TBD each year by the Photo Department) for alumni use of the photography facilities, which includes the darkroom, copy camera room, mounting room, and photo studio. Alumni are required to follow procedures as outlined in the Darkroom Policy.

Darkroom access is a privilege meant to help alumni progress with their personal artwork, develop a portfolio or build a body of work. Extensive use of the darkroom, such as mass-producing images for professional resale (wedding, commercial images, etc.) or mural printing, will result in a larger fee to be determined by the photo tech.

Access is granted during regular building hours, but not during class times. Eligibility for certain areas and equipment is based upon previous course experience, i.e., to use the color area alumni must have successfully taken Photography II at CVA.

Restrictions Priority for all facilities, materials, and services is given to current students. Alumni are directed to plan their use at times when facilities are not in use by classes.

Alumni privileges may be revoked or suspended at any time resulting from inappropriate behavior, legal violations, unsafe use, failure to pay fees, interpersonal conflict, and other violations of college policies. Alumni whose privileges have been revoked or suspended will be notified by the Alumni Office. Decisions made by the college are considered final.

There is no storage of alumni work in campus facilities. Alumni work left in any building will be handled at the college's discretion, including disposal.

For more information contact the Alumni Office at 651.224.3416 or alumni@cva.edu



07

**ACADEMIC
INFORMATION**



BFA DEGREES AND PROGRAMS

The College of Visual Arts offers Bachelor of Fine Arts degrees in graphic design/interactive, illustration, photography, drawing/painting, sculpture, and interdisciplinary art & design studies (IADS).

All students participate in a clearly sequenced yearlong foundation program designed to ground them in the skills, vocabulary, concepts, and methods that will be essential to all future work. The first year lays the foundation for a four-year experience, culminating in the senior capstone work. Studio and liberal arts course content is strongly correlated, reinforcing learning across the curriculum.

In the sophomore year, students begin to focus on the core program in their major field. Each program offers a carefully designed sequence of courses to build the knowledge and skills required for increasingly complex and sophisticated study within their program.

Junior and senior year work focuses in depth on work in the major fields and continues the parallel development in both education in the disciplines and professional development. Junior year internships offer another opportunity for exposure to professional practice. As the student nears graduation, the CVA curriculum provides a strong support for the transition from college out to the world of professional practice with professional skills training.

Integration of liberal arts coursework in all of the art and design majors is a distinguishing feature of the College of Visual Arts; CVA offers a robust selection of liberal arts courses to round the student's learning experience. Extensive study in art history helps the students understand the context of their own work in the larger world of art and design. CVA math and science courses incorporate teaching methods that

combine rigorous coverage of traditional course content with active learning through the arts. Skills in oral presentation and in critical reading, thinking, and writing are important activities across the curriculum.

The CVA curriculum differs from that of many art and design colleges because it emphasizes integration of learning in all the disciplines involved in art and design education as well as preparation for professional practice. At CVA, students are prepared to become successful students, and also to become accomplished professional artists and designers.

First Year Foundation Building a Foundation: The First Year Foundation program consists of a strong standardized curriculum in studio arts, liberal arts, and an orientation to art and design. It provides a required introduction to the essential visual vocabulary, concepts, and technical skills necessary for success in all the upper level programs at the College of Visual Arts.

Unique to the College of Visual Art's Foundation Program is its yearlong choice of major programming. This program provides all first year students with the information necessary to make an informed choice of major at its conclusion. Programming includes site visits to professional art and design studios, panel discussions with guest artists and designers, plus an exciting opportunity to meet and learn about the artists and designers behind the scene at the Walker Art Center. In addition, students will take a course sampling within each of the major programs offered at CVA, including introductions by the department chairs.

Essential to the success of CVA's first year students is the Academic Advising and Peer Mentorship Programs. Each student is assigned a full-time faculty advisor and peer mentor who they meet with regularly throughout the academic year. Advisors track and support the students' academic progress and guide students in their choice of a major, while the peer mentors introduce and involve students in the community at CVA.

The first year program at CVA provides a foundation for students to build their academic future. This first year is an essential steppingstone for all students and introduces and prepares students for their four-year college experience. The College of Visual Arts offers a Bachelor in Fine Art degree with a primary focus and major concentration in studio arts or visual studies.

Foundation Studies Course Requirements

Orientation to Art and Design

Drawing I

2-D Design/Digital

3-D Design Principles

Sampling the Majors

Drawing II

Color/Digital Applications

3-D Materials & Methods

Prehistoric-Gothic Art History

College Expository Writing

Renaissance-Modern Art

Academic Research & Writing

Total 30

Liberal Arts The liberal arts are an integral part of the CVA curriculum. Students acquire essential skills in writing, public speaking, and mathematics. They develop the knowledge base and the conceptual skills essential to artists and designers through courses in art history, the humanities, the natural sciences, and the social sciences. Students also acquire the skills in research that promote lifelong learning. Because of the importance of these academic studies, all students at CVA take courses in the liberal arts throughout the four years of their education. Liberal arts classes are closely coordinated with studio classes at CVA.

Fine Arts The focus of the Fine Arts program is to cultivate the individual voice and vision of the Fine Arts student and prepare them to sustain their professional lives as practicing artists. The Fine Arts concentrations are designed to recognize the range of choices artists have today and the directions students may choose, from traditional to experimental. Student learn about creating art for public spaces, private commissions, gallery exhibitions, publications, and/or marketing of their own work.

After completing the foundation year of developing the building blocks of a visual language, Fine Arts majors can choose to enter Drawing/Painting or Sculpture as their primary concentration. Both concentrations follow a similar path taking introductory level courses in both Drawing/ Painting and Sculpture their sophomore year. In the third semester students begin their introduction to advanced courses in their chosen concentration. Each area of concentration is infused with a broad range of options allowing students to sharpen their focus and shape their personal vision. Through the combination of intense studio experience and a rigorous study of liberal arts, each area encourages both artistic and cognitive growth through technical, formal, and conceptual exploration.

To prepare Fine Arts majors as professional artists, courses at CVA teach students to document, display and market their work. Students learn how to identify and reach their audience and to contribute their unique problem solving skills to society at large. Students ready themselves for the workplace by developing a cohesive portfolio, speaking and writing abilities, and flexible thinking skills.

Fine Arts students work closely with faculty mentors who are established professional artists. Through faculty relationships students will find models for making a living as an artist, which may include teaching, arts administration, curatorial positions, arts writing and/or working as a freelance artist. All students participate in the culminating professional practice course which prepares students to enter the world as a professional within their respective discipline.

Drawing/Painting Students who choose Drawing/ Painting as their concentration begin by strengthening their powers of observation while exploring the many ways which drawing and painting can capture their realizations, whether it is through observing the human body or creating a complex interior space. Materials and methods are explored as relationships between form and content are developed. Intermediate level students become familiar with the theory and practice of painting and drawing through extensive studio exploration, visiting artists, reading about contemporary issues, and working with an experienced faculty who are accomplished within their fields. Students are encouraged to be informed about contemporary issues and to explore the relationship between painting/drawing and other media such as video and photography.

The advanced drawing/painting students are challenged to create bodies of work for exhibition in the community and will learn about the broad range of professional opportunities to pursue—from working in theater set design, creating public murals, working on commissions, illustrating, teaching, and preparing to exhibit and sell their work. The Fine Arts Portfolio course prepares students for the professional world with instruction in resume and cover letters, grant writing, presentation, artist residencies, and more.

Drawing/Painting Course Requirements**SOPHOMORE**

Drawing III
 Painting I
 Sculpture I
 Drawing IV
 Painting II
 Intro to Interactive Media
 Art Since 1945
 Math or Natural Science Elective
 Aesthetics and Criticism
 Math or Natural Science Elective
Total 30

JUNIOR

Drawing V
 Painting III
 Intro to Printmaking
 Photography I
 Drawing VI
 Painting IV
 Studio Elective
 Studio Internship
 Liberal Arts Elective or Teaching Artist
 Intro to Professional Practices
 Art History Elective
 Humanities or Social Science Elective
Total 36

SENIOR

Intro to Drawing/Painting Studio Thesis
 Studio Elective
 Studio Elective
 Studio Thesis
 Professional Portfolio Development
 Seminar Thesis
 Art History Elective
 Humanities or Social Science Elective
 Humanities or Social Science Elective
Total 30

Sculpture From the well known and whimsical “Spoonbridge and Cherry” at the Walker Sculpture Garden, to the artistic details on the new light rail train stations, a bronze piece in a private home, or the numerous public arts “gateways”, sculpture is everywhere and in countless imaginable forms. The CVA sculpture student discovers the 3-dimensional world with its form, function and aesthetics, and how sculpture comes to life in a myriad of materials and techniques. By experiencing, exploring and creating, the sculpture student shapes his or her artistic path and builds a range of skills that are highly marketable in today’s workplace.

The CVA sculpture shop is a fully equipped, well maintained wood and metal facility with an outdoor working area overlooking the St. Paul river valley. Students work with a trained staff learning how to safely operate equipment and hand tools to create lasting works of art. Intro and intermediate level students weld metal, construct wood, carve, and create molds from clay and plaster. Advanced sculpture students are offered courses in: Public Art, a growing field requiring additional insight and managerial skills from the artist; Advanced 3-D, where sculptural form can range from fabricated steel to inflatable or sewn form; and Installation/Performance, where the dialects of constructing space are explored through multimedia installations, site specific events, and interactive performances.

The Fine Arts Portfolio course prepares sculpture students for the professional world as they learn about the ways to apply for public commissions, write proposals, and apply their skill sets to a broad range of industry and work place opportunities, or prepare their portfolio for entering graduate school. CVA sculpture graduates work in architectural renovations, artist run metal fabrication shops, 3-D advertising and design companies, and they have produced pieces for interior and environmental design firms, galleries, museums and public and private commissions.

Sculpture Course Requirements

SOPHOMORE

Sculpture I
 Drawing III
 Painting I
 Metal/Wood Processes
 Drawing IV
 Intro to Interactive Media
 Art Since 1945
 Math or Natural Science Elective
 Aesthetics and Criticism
 Math or Natural Science Elective
Total 30

JUNIOR

Moldmaking/Casting
 Installation/Performance
 Intro to Printmaking
 Photography I
 Public Art
 Intro to Video Production
 Studio Elective
 Studio Internship
 Liberal Arts Electives or Teaching Artist
 Intro to Professional Practices
 Art History Elective
 Humanities or Social Science Elective
Total 36

SENIOR

Intro to Sculpture Studio Thesis
 Studio Elective
 Studio Elective
 Studio Thesis
 Professional Portfolio Development
 Seminar Thesis
 Art History Elective
 Humanities or Social Science Elective
 Humanities or Social Science Elective
Total 30

Photography The new photography program at the College of Visual Arts has been restructured to embrace the overarching principles of photography, including a comprehensive understanding of darkroom and digital techniques, plus an historic and working understanding of alternative processes in photography.

After completion of the first year Foundation Program, students embrace their photography program with hands on camera and darkroom work, in both black and white and color. The objective is for students to gain an in depth understanding of how an image can be created through careful photographic manipulation.

The advanced photography classes build on this foundation teaching the use of medium and large format cameras, working in the studio on lighting strategies, understanding metering, film choices, and other professional techniques. Simultaneously, students address content, exploring the power of the medium and contemporary issues in photography. These issues are further explored within the history of photography and the art and criticism courses in the Liberal Arts Program.

In the third year, students will examine the techniques and possibilities of digital photography. They will investigate digital capture and film scanning, color management, advanced image editing with Adobe Photoshop, outputting to the web, use of our archival photo inkjet printers with beautiful 100% rag art papers, how to work with service bureaus, and how to best implement a digital work flow into their practice.

In the final year students will explore age-old alternative photographic processes. This will include compounding sensitizers and hand coating beautiful art papers to create cyanotypes, gum bichromate, platinum/palladium, and other hands on processes that will round out an understanding of the old and new of photography.

Through CVA's internship program, students will have an opportunity to explore the various professional opportunities open to photographers. This experience will be supported by the development of a professional portfolio in conjunction with the capstone Photo Studio and Seminar Thesis courses.

Photography Course Requirements

SOPHOMORE

Photography I
 Painting I
 Sculpture I
 Photography II
 Intro to Interactive Media
 Intro to Printmaking
 Art Since 1945
 Math or Natural Science Elective
 Aesthetics and Criticism
 Math or Natural Science Elective
Total 30

JUNIOR

Photography III
 Digital Photography I
 Intro to Typography
 Studio Elective
 Photography IV
 Digital Photography II
 Intro to Video Production
 Studio Internship
 Liberal Arts Elective or Teaching Artist
 Intro to Professional Practices
 History of Photography
 Humanities or Social Science Elective
Total 36

SENIOR

Intro to Photography Studio Thesis
 Alternative Photographic Processes
 Installation/Performance
 Studio Thesis
 Professional Portfolio Development
 Seminar Thesis
 Art History Elective
 Humanities or Social Science Elective
 Humanities or Social Science Elective
Total 30

Graphic Design/Interactive Graphic design at CVA embraces traditional and new media practice, theory, and technology in the pursuit of crystal clear information management. Students express their conceptual talents within a rigorous curriculum that emphasizes typography, information architecture, and cutting edge interactivity.

Students begin by mastering the foundations that define all higher education and professional graphic design. These courses prepare students for a unique three-semester immersion in the fine art and craft of typography and three semesters of applied graphic design practice. Computer hardware and software proficiency training wraps around these classes and progress through a separate five-semester sequence of interactive study and practice in new and emerging digital mediums including interactive usability.

A studio practicum, three-dimensional study, internship opportunities and a course in professional practice augment the curriculum. Combined with liberal arts coursework in graphic design history, art history, aesthetics, math, humanities, and the natural and social sciences, these courses anticipate a final year capstone experience that includes a demanding studio and seminar thesis and professional portfolio development.

All graphic design course content is cumulative and successive. Each class builds on the strengths and skills developed in its predecessor. Early sequential courses are structured to stress advanced craft, theory, process, and technical skills designed to ensure refined success in a student's advanced application-based project work. Advanced courses and the capstone experience may be customized to reflect individual interests, among others, in package design, publication design, advertising, signage and exhibition design, new media, web, and interactivity, motion graphics, and corporate branding and identity.

Graphic Design/Interactive Course Requirements

SOPHOMORE

Intro to Typography
 Intro to Interactive Media
 Drawing III
 Graphic Imagery
 Principles of Usability
 Photography I
 Art Since 1945
 Math or Natural Science Elective
 History of Graphic Design
 Math or Natural Science Elective
Total 30

JUNIOR

Intermediate Typography
 Graphic Design Practicum
 3-D Applications
 Interdisciplinary Digital Applications
 Graphic Design Systems
 Advanced Interactive Applications
 Intro to Printmaking
 Studio Internship
 Liberal Arts Elective or Teaching Artist
 Intro to Professional Practices
 Aesthetics and Criticism
 Humanities or Social Science Elective
Total 36

SENIOR

Intro to Graphic Design Studio Thesis
 Advanced Typography
 Digital Imagery
 Professional Portfolio Development
 Studio Thesis
 Seminar Thesis
 Art History Elective
 Humanities or Social Science Elective
 Humanities or Social Science Elective
Total 30

Illustration Illustration is an art form. It's a demanding medium of expression and communication. CVA illustration majors direct their creative intentions within a demanding curriculum that prepares them for professional practice and a lifetime of art making.

A sequence of six successive courses defines the illustration core curriculum. A three-semester immersion in digital, interactive, and new media technology compliment these offerings and bring illustration majors up to speed with an ever-changing profession. Each illustration course builds on the skills and knowledge developed in its predecessor.

After completing their foundation year, illustration majors begin a specialized study of the basics. Emphasis is placed on improving drawing skills and exploring a variety of traditional and digital media. Process is stressed and students are challenged to find creative solutions to problems involving space, medium, and content.

Advanced, digital, and applied illustration courses encourage students to experiment in many disciplines and to become innovators with their own art making. They explore the connections between illustration and graphic design, typography and printmaking, painting and photography, and personal expression.

A studio practicum, three-dimensional study, internship opportunities and a course in professional practice augment the curriculum. Combined with liberal arts coursework in illustration history, art history, aesthetics, math, humanities, and the natural and social sciences, these courses anticipate a final year capstone experience that includes a demanding studio and seminar thesis and professional portfolio development.

Students can customize advanced course content and the capstone experience to reflect their interest in a variety of creative mediums, among others, that include cartooning and character development, graphic novels, merchandising, animation, and editorial, publication, and book illustration.

Illustration Course Requirements

SOPHOMORE

Drawing III
 Painting I
 Illustration Concepts
 Drawing IV
 Graphic Imagery
 Intro to Interactive Media
 Art Since 1945
 Math or Natural Science Elective
 Aesthetics and Criticism
 Math or Natural Science Elective
Total 30

JUNIOR

Digital Illustration
 Drawing V
 Intro to Printmaking
 3-D Applications
 Applied Illustration
 Photography I
 Intro to Typography
 Studio Internship
 Liberal Arts Elective or Teaching Artist
 Intro to Professional Practices
 Art History Elective
 Humanities or Social Science Elective
Total 36

SENIOR

Intro to Illustration Studio Thesis
 Interdisciplinary Digital Applications
 Studio Elective
 Studio Thesis
 Professional Portfolio Development
 Seminar Thesis
 History of Illustration
 Humanities or Social
 Humanities or Social Science Elective
Total 30

Interdisciplinary Art & Design Studies (IADS)

Interdisciplinary Art & Design Studies (IADS) is a new major program offering at the College of Visual Arts. This program provides students with an opportunity to explore and obtain an expansive vocabulary within multiple disciplines. Its focus is interdisciplinary with a choice of concentration within one discipline. Areas of program concentration unique to IADS are Advertising, General Fine Arts, Museum and Gallery Studies, Printmaking, Teaching Artist, and Visual Communications.

What differentiates this program from a major field of concentration such as a major in graphic design or painting/drawing is a shift in focus from discipline specific to overall breadth and interdisciplinary experience. Consequently, students will be exposed to a greater variety and range of disciplines taking fewer courses in any one area of concentration. Students will be required to take four studio courses within their chosen area of concentration. Students will not identify their area of concentration until the end of their sophomore year.

In the second year, upon completion of the first year foundation program, students will be required to take the introductory course work prescribed within the major disciplines of Fine Arts, Photography, Graphic Design, and Illustration. This interdisciplinary experience will provide students with the necessary background to identify an area of concentration for further study in their junior and senior year.

In the junior year students will be immersed in their chosen area of concentration through multiple studio courses, an internship, and an introduction to professional practices. During the senior year students will continue to work within their given concentration as they develop their senior thesis project and professional portfolio.

This new program recognizes the changing forces within the art and design community. Today, more and more creative fields have become interdisciplinary. Artists and designers are called upon to address new challenges outside their area of expertise, traversing new horizons and learning new vocabularies. This program will provide students with a greater range of knowledge and the ability to navigate comfortably between the art and design disciplines of tomorrow.

IADS Course Requirements

SOPHOMORE

Drawing III
 Painting I
 Intro to Typography
 Graphic Imagery
 Intro to Printmaking
 Photography I
 Art Since 1945
 Math or Natural Science Elective
 Aesthetics and Criticism
 Math or Natural Science Elective
Total 30

JUNIOR

3-D Application or Sculpture I
 Intro to Interactive Media
 Area Concentration
 Studio Elective
 Area Concentration
 Area Concentration
 Studio Elective
 Studio Internship
 Liberal Arts Elective or Teaching Artist
 Intro to Professional Practices
 Art History Elective
 Humanities or Social Science Elective
Total 36

SENIOR

Intro to IADS Thesis
 Area Concentration
 Digital Imagery
 Studio Thesis
 Professional Portfolio Development
 Seminar Thesis
 Art History Elective
 Humanities or Social Science Elective
 Humanities or Social Science Elective
Total 30

Advertising Students with a defined interest in pursuing a career as a designer within an advertising agency can assemble a curriculum specifically suited to meet the needs of this specialized profession. A mix of advanced graphic design courses combined with select liberal arts offerings will prepare students to excel both conceptually and visually in art direction and advertising design. Design emphasis is placed on branding and campaign work recognizing the highest standards of design. Marketing and consumer study courses as liberal arts electives focus on American and western civilization cultural studies that augment conceptual development within the context of the North American demographic reached by advertisers.

General Fine Arts This concentration provides students a broad-based exposure to drawing, painting, photography, and sculpture. Students will be introduced to the basic vocabulary and practice of these fields.

Museum and Gallery Studies The concentration in Museum and Gallery Studies is a new course offering at CVA that affords students the theoretical and practical training for entry-level positions in museums and galleries or further graduate study. Students supplement the valuable interdisciplinary training in the IADS program with four specialized courses. Introduction to Museum and Gallery Studies provides a survey of the history of museums and collecting, then examines various aspects of the day-to-day operations of the museum or gallery, including collection management, exhibit planning and design, museum education, administration, and conservation. Contemporary Issues in the Visual Arts explores the philosophy, ethics, theory, and practice of museums and other arts institutions, with particular emphasis on legal issues. Two internships provide directed study and practical experience in exhibition planning and design, curatorial practice, and museum education in the CVA Gallery and Twin Cities museums.

Printmaking The scope of printmaking is rich in artistry and history spanning detailed designs on fabrics and wall-coverings, intricate wood-block prints to hand-engraved intaglio prints. CVA printmaking is a fine arts study that bridges time and the fields of graphic/communication design, illustration, and book arts. The print shop provides a generous range of printmaking facilities in a condensed space allowing students to pursue techniques in screen-printing, intaglio, lithography, relief, and monotype. Supplementing the print experience are the book arts courses where successful small press entrepreneurs teach students both traditional and experimental approaches to constructing and making books. The letterpress studio offers an important link between typography and fine art, and continues students' education in the knowledge of fine art papers. After solid grounding in printmaking techniques from the introductory course, students may elect to explore contemporary methods using digital and photosensitive materials. Emphasis is placed on students developing a cohesive portfolio of work that reflects a clear concept development and knowledge of producing multiple prints.

Teaching Artist Program The Teaching Artist Program is a unique and innovative arts education program offered by CVA. The first of its kind, this ground-breaking program offers BFA candidates training and mentoring from leaders in the cutting edge Minnesota arts education community. Upon completion of General Studio Arts course requirements and the Teaching Artist Theory and Practicum courses students are wholly prepared for teaching artist residencies in K-12 schools and communities. In addition, BFA graduates of the Teaching Artist Program meet the requirements for acceptance into M.Ed and initial licensure art education programs.

Visual Communications This concentration provides students a broad-based exposure to graphic design, illustration, and photography. Students will be introduced to the basic vocabulary and practice of these fields.

COURSE DESCRIPTIONS

FIRST YEAR FOUNDATION COURSES

FD100: Orientation to Art and Design [1.5 credits]

CVA's Orientation to Art and Design course will provide an introduction and orientation to the college experience at CVA. Through research and analysis students will explore the culture of professional practices of the art and design majors offered at CVA. Students will develop the discipline of investigation through inquiry. Experiential learning will introduce students to a working art and design vocabulary, and build verbal, written, and visual presentation skills.

FD112: Foundation Drawing [3 credits]

FD113: Foundation Drawing [3 credits] Drawing is fundamental to the fields of art and design. These perceptual and analytical drawing courses provides CVA Foundation students with a year long studio drawing experience that develops drawing skills and process, mastery of basic drawing materials, tools and techniques and the ability to visually communicate ideas. Sequential problems explore basic art and design principles and concepts, working from still life, landscape, interiors, linear perspective, and the figure in space. Fall semester concentrates on the use and exploration of line and its applications in black and white; spring semester will introduce value and color. Studio practice is supported by assigned readings, class discussion, and historical and contemporary slide surveys. Critical thinking skills and analysis of drawings are developed through process oriented studies and research housed in the Resource Process Journal, student lead critiques, and course assessments.

FD104: 3-D Studies [1.5 credits] This course introduces Foundation students to the principles of three-dimensional design emphasizing basic concepts, vocabulary while familiarizing them with materials, tools, and craftsmanship. Three-dimensional design involves the process of taking an idea from concept to form. Working through a series of design problems addressing line, plane, and volume students use schematic drawing and model making to construct and analyze structure. Projects stress problem solving, experimentation, craftsmanship, and presentation skills. Critical thinking skills and analysis are developed through process oriented studies and research housed in the Resource Process Journal, student lead critique, and course assessments.

FD101: 2D/Digital Design [3 credits] Students explore the fundamentals of visual language in two dimensional design and digital imagery. Projects emphasize process, visual problem solving and two dimensional design concepts using black, white and value. The goal of this course is to understand design concepts through the application of digital processes and handcrafted technique. Emphasis will be placed on concept development, vocabulary, visual craft, digital photography processing, digital process skills, presentation methods, and critical analysis. CVA uses Macintosh computers and the OSX operating system.

FD106: Color and Design [3 credits] This course is an introduction to the practice, theory and application of color in two-dimensional design. Students will develop the ability to use color as it is applied to traditional art and design problems, Gestalt grouping principles, theories of color organization, color and spatial perception, and color interaction. Students will apply the various color systems to 2-dimensional design problems.

FD105: Digital Design [1.5 credits] Building on concepts learned in the 2D Digital Design course, students explore digital color design and techniques found in software tools such as Adobe Photoshop and Illustrator. Projects emphasize visual problem-solving and color application to create printed and interactive documents using Adobe InDesign. The goal of this course is to understand and apply digital color concepts, extend digital imagery skills, and become familiar with digital document layout and creation. Emphasis is placed on concept development, visual design, software techniques and project craft. CVA uses Macintosh computers and the OSX operating system.

FD107: Sampling the Majors [1.5 credits] In Sampling the Majors students rotate through introductory short courses in graphic design, fine arts, illustration, and photography. Students will experience the disciplines through professional panels presentations, site visits to professional studios, introduction to the departments by the chairs, and through discipline specific problems introducing them to the methodology unique to each profession. Students will be prepared to make an informed choice of major at the conclusion of the course.

LIBERAL ARTS COURSES

Composition

EN090: Basic Composition [3 credits] Freshmen who have been assessed as needing preparation before enrolling in College Expository Writing (EN110) are required to take this course. This course prepares students for EN110 through extensive practice in expository writing, including sentence structure, grammar, mechanics, paragraph definition, organization, audience identification, and revision. Credits earned in this course do not count towards graduation.

EN110: College Expository Writing [3 credits] This course introduces students to effective paragraph and essay development. Focus is on how various expository forms for organizing essays help writers present both informational and abstract ideas to an audience. Students engage in varied forms of writing and in reading and analyzing model essays. A workshop atmosphere permits students to develop their own writing processes and guides them to the production of accomplished papers.

EN111: Academic Research and Writing [3 credits] Prerequisite EN110. This course provides further practice in the skills and methods learned in EN110. It introduces the conventions for writing critical research papers, with emphasis on methods of research. Students select individual topics and then find, analyze, and synthesize information from library resources, the world around them, people they interview, the Internet, and other sources. They produce well-reasoned, detailed critical papers.

ART HISTORY

AH120: Prehistoric through Medieval Art History [3 credits] This course introduces students to the major periods of art from Paleolithic through the Middle Ages. Its purpose is to introduce students to key works of art and architecture from periods and cultures such as Egyptian, Greek, Roman, Early Christian, Byzantine, Hiberno-Saxon, Romanesque, and Gothic. The course includes attention to the early art of cultures in south and southeast Asia, early China and Japan, Islam, the Americas, and Africa. Students are introduced to art historical vocabulary, basic theoretical concepts, and art historical research methodology.

AH121: Renaissance through Modern Art History

[3 credits] Prerequisite AH120. This course is a survey of art and architecture from the late 14th to mid-20th century. Topics include the Renaissance, Baroque, Rococo, Neoclassicism, Romanticism, Realism, Impressionism, Post-Impressionism, Expressionism, Cubism, Surrealism, and developments in abstraction. The course also covers later art in cultures of south and southeast Asia, China and Japan, the Americas, Oceania, and Africa. Vocabulary, theoretical skills, and research methodology are developed to an intermediate level and students are introduced to critical theory.

AH215: Art and Architecture since 1945

[3 credits] Prerequisite AH121. An examination of contemporary art and architecture beginning with the rise of abstract expressionism in the mid-1940s and continuing through various international movements to the present day. Developments in painting, sculpture, and architecture are explored in relation to newer approaches such as performance, conceptual art, installation, mixed media, and video art. Emphasis is on critical theory as well as social and historical background. Vocabulary, critical skills, and research methodology are developed to an advanced level.

AH216: Aesthetics and Criticism

[3 credits] Prerequisite AH215. This course examines criticism and aesthetic movements as they pertain to current art-making practices. Readings, lectures, and discussion of contemporary theoretical movements will prepare students to participate in today's dialogues and debates about art issues. This course is required of all incoming students, following their three-course art history sequence (AH120, AH121, AH215).

AH220: History of Graphic Design

[3 credits] Prerequisite AH215. Presents a historical overview of how graphic design developed into a 20th-century profession. It gives contemporary graphic designers a clear understanding of their design heritage by weaving the profession's many historical threads together into a framework based upon individuals, major schools of thought, and technologies that have influenced the practice of design.

AH221: History of Illustration

[3 credits] Prerequisite AH216. This course explores the pioneering styles of American illustrators from traditional to avant-garde, realistic to expressionistic. Through lectures accompanied by slides and videos, students examine the role of illustration, cartooning, and caricature in the graphic arts and popular culture.

AH222: History of Photography

[3 credits] Prerequisite AH216. This course examines the origins of photography and chronicles its development as an artistic genre. Photography is examined as an art form. Slide lectures, video presentations, and readings cover photographic artwork from 1839 to the present.

AH301: Modern Art and Architecture

[3 credits] Prerequisite AH216. This course includes selected drawings, paintings, sculptures, and works of architecture produced between 1900 and 1945. Students study concepts of Fauvism, Expressionism, Cubism, Purism, Orphism, Futurism, Vorticism, Dada, Surrealism, DeStijl, Bauhaus, Constructivism, and early Abstract Expressionism. Emphasis is on critical theory.

AH310: American Architecture [3 credits]

Prerequisite AH216. This course surveys American architecture from initial European settlement to the present day, with an emphasis on architecture after 1850. Emphasis will be on styles and types of buildings found in the Twin Cities. Site visits will include walking tours of the historic Hill District and Summit Avenue, as well as visits to important Victorian, art deco, and modern-era buildings in the Twin Cities.

AH315: American Painting [3 credits] Prerequisite

AH216. This course traces the development of American painting from the colonial period to the present. It includes selected regional, ethnic, and avant-garde works and explores the relationship between painting and U.S. economic, political, historical, and literary developments.

AH399: Urban Studies: Reading the City [3

credits] Prerequisite AH216. Cross-listed as HU399. This course surveys the geographic, cultural, social, and architectural history of St. Paul and Minneapolis. The emphasis is on studying the cities empirically to understand why and how they evolved into the urban center we know today. The class includes walking and bike tours.

AH399: Art History Topics [3 credits] Prerequisite

AH216. Special topics courses in art history are announced each year. Recent courses include Art and Architecture of Ancient Greece and Rome, History of Medieval Art, Asian Art (India, China, Japan), Native American Art and Architecture, Art, Architecture and Cultures of the Pacific Northwest, Art, Architecture and Cultures of the American Southwest, Maya Art and Architecture, Women Artists, African-American Art, History of Modern Design, Art of Scandinavia, and Joseph Beuys and the German Experience. Students may enroll in the Study Abroad class for art history credit.

HUMANITIES

EN320: Ancient Literature [3 credits] Prerequisite EN111. A survey of literature from the most ancient times through the onset of the Middle Ages. The course covers the literature of Greece (Homer, Sappho, Aeschylus, Sophocles, Euripides, Aristophanes, Plato, and Aristotle) and Rome (Catullus, Virgil, Ovid, and Petronius), as well as selections from the Old and New Testaments, and St. Augustine.

EN330: Medieval and Renaissance Literature and Culture [3 credits] Prerequisite EN111. A survey of

medieval European literature from Dante, Boccaccio, and Chaucer to Cervantes, Milton, and Shakespeare.

EN340: Literature of the Enlightenment and Romanticism [3 credits] Prerequisite EN111. A survey

of the literature of the 17th through 19th centuries in the works of such writers as Moliere, Pope, Rousseau, Melville, Baudelaire, Tolstoy, as well as selected works from Asia.

EN350: Twentieth-Century Literature [3 credits]

Prerequisite EN111. A survey of the literature of various countries with an emphasis on particular genres or traditions. Recent courses have dealt with the short story, poetry, and multicultural literature of the United States. The Fall 2006 course will examine poetry, fiction writers, dramatists and essayists from various countries, including well-known authors such as Joyce, Neruda, and Woolf, along with less familiar authors such as Hickmet and Walcott.

EN399: Literature Topics [3 credits] Prerequisite EN111. Topics courses offer students the opportunity to study more specialized subjects. Recent courses include Roman Poetry, Modern Russian Literature, Russian Poetry, Literature of the Left Bank (20th-Century), 20th-Century American Literature, Oral Interpretation of Literature, and Creative Writing.

HU311: Introduction to Professional Practices [3 credits] This course develops the skills in mathematics and written and oral communication essential to a professional life in art and design. It covers business writing, including letters, resumes, and grant applications. It also covers business-related math such as taxes, personal finances, and the practicalities of working independently or setting up a small business. The course also deals with the basics of public speaking and other issues of importance to artists and designers such as copyright.

HU341: Studies in Drama [3 credits] This course focuses on various aspects of drama. Recent courses include Shakespeare, Twentieth-Century Drama, Dynamics of the Theatre, and The Play in Performance.

HU342: Studies in Philosophy [3 credits] This course examines various aspects of philosophy. Recent courses include Introduction to Western Philosophy, Great Ideas, and World Religions.

HU343: Introduction to Film Studies [3 credits] This course develops critical viewing skills of film and introduces film theory. Through viewing films, then discussing and writing about them from various points of view (emotional, intellectual, social, economic, and artistic), students gain an understanding of the ways that films affects our lives.

HU 399: Urban Studies: Reading the City [3 credits] Prerequisite AH216. Cross-listed as AH399. This course surveys the geographic, cultural, social, and architectural history of St. Paul and Minneapolis. The emphasis is on studying the cities empirically to understand why and how they evolved into the urban center we know today. The class includes walking and bike tours.

HU399: Humanities Topics [3 credits] Special topics courses in the humanities are announced each year. Recent courses include Public Speaking, Media Criticism, Gender and Sexuality in Film, Joseph Beuys and the German Experience, and Multicultural Literature in America. Students may enroll in the Study Abroad class for humanities credit.

HISTORY AND SOCIAL SCIENCES

SS310: Human Origins [3 credits] This course explores world prehistory from the viewpoint of anthropology. Subjects addressed in the course include evolutionary theory, primate studies, hominid evolution, the development of human culture, and the transition from hunting and gathering to farming.

SS320: Cultural Anthropology [3 credits] This course deals in depth with the fundamental elements of culture, including subsistence strategies, kinship, marriage and gender, social stratification, politics and law, religion, and ritual. Case studies of cultures existing in the modern world are the primary focus for the course.

SS321: U.S. History [3 credits] This course traces major social, political, and economic developments in the United States from its founding to the present.

SS325: Introduction to European History [3 credits] This course is an introduction to the study of European history focusing on a selected period.

SS330: Introduction to East Asian Civilization [3 credits] This course is an introduction to the cultures of China, Japan, and Korea from the earliest times to the present day. Students consider a variety of social, political, economic, and religious themes.

SS335: World History [3 credits] An introductory survey treating selected periods, regions, and peoples, focusing on contact and exchange between empires, civilizations, and cultures.

SS350: General Psychology [3 credits] This course introduces students to the scientific analysis of classical and operant learning, memory, intelligence testing, normal and abnormal personality, and motivation and emotions. Students examine the application of these topics to current issues in psychology, including individual and group differences, social psychology, and the management of people in organizations.

SS351: Art and the Law [3 credits] Law and the world of visual artists and designers intersect in many ways. This course examines the intersection of contemporary legal issues and the world of visual artists and designers. Topics include intellectual property rights in works of art and design, artistic freedom and censorship, legal issues involving art collectors, museums, and galleries, and international law and the fate of works of art in wartime. A recurring theme of the course is ethics in the professional life of artists and designers.

SS399: History and Social Sciences Topics

[3 credits] Special topics courses in history and social sciences are announced each year. Recent courses include Art, Architecture and Cultures of the Pacific Northwest, Art, Architecture and Cultures of the American Southwest, Maya Art and Architecture, and Native American Art and Architecture.

MATHEMATICS

MA999: Mathematics through Art [3 credits] This course provides a general introduction to mathematical modeling, abstraction, and generalization. Drawing and 3-D models are used to simulate the language and structure of mathematical systems used in the

visual arts. The interrelationship between mathematics, art, and culture is explored. The course explores such topics as linear perspective, an introduction to the principles of geometry through drawing, and both traditional and non-traditional methods of representation, so that mathematics becomes an intuitive sequence of patterns.

BIOLOGICAL AND PHYSICAL SCIENCES

NS320: Botany through Art [3 credits] This course examines the diversity of form, structure, and function in plants and fungi, with emphasis on flowering plants. Plants from a variety of plant groups are examined in detail, emphasizing their basic structures and adaptations for survival and reproduction. Biogeography and the connection to humans are discussed. Drawing is used for documentation and analysis of plant structures.

NS399: Science Topics [3 credits] Science courses are developed each year on topics relating to the study of art and design. Recent courses include The Physics of Sound, Chemistry and the Environment, Physical Geography, and Science as a Way of Knowing.

LA499: Seminar Thesis [3 credits] This is a capstone class in which students use their own artwork as a starting point for a semester of intellectual inquiry and which culminates in a written paper and a public oral presentation. This process involves critical reflection on the content, medium, process, purpose, and significance of the work; the exploration and analysis of its symbolic language; and, finally, the contextualization of the work in terms of theory and the artistic, historical, and cultural tradition. Students are expected to use sound methodology for acquiring and using relevant information from many sources and to work collectively in discussing each other's work.

OFF CAMPUS STUDY

AH391: Study Abroad [3 credits, liberal arts or studio elective] Cross-listed as SE301. Students have the opportunity to study in Europe with CVA faculty every other year during early summer classes lasting approximately three weeks. Recent programs have been held in London, Italy, and Paris. Study involves visits to museums and other sites, visits to artists' and designers' studios, and first-hand experience of another culture. Requirements include preparation classes and a project due after students return. The next Study Abroad class will be held in the summer of 2008.

FINE ARTS COURSES**Painting**

FA220: Painting I [3 credits] Prerequisites FD103 and FD113. An introduction to the fundamentals of painting principles, methods, and materials in both historical and contemporary contexts. Emphasis is on learning to paint from observation, developing the convincing illusion of form and space, heightening perceptual abilities, and sensitivity to color and composition.

FA 221: Painting II [3 credits] Prerequisites FA220 and FA214. Using Painting I as a foundation, students study specific problems relating to representational painting. Working from the model, students engage in extended observational painting which links their figure drawing skills with painting. Exploration of historical and contemporary approaches to painting the figure provides a context for exploring concepts of narration and abstraction. Continued emphasis is placed on gaining knowledge of materials and techniques used in various approaches to painting.

FA320: Painting III [3 credits] Prerequisites FA215 and FA221. Students respond to a broad range of problems in representational and abstract painting as they explore the relationship between painting as process and concept development. Experimental and traditional painting techniques are covered in conjunction with readings and discussions on contemporary painting issues. Students work towards broader decision making abilities and individual directions in painting. Artists' statements are developed in conjunction with final semester work.

FA 421: Painting IV [3 credits] Prerequisites FA320 and FA311. The goal of this course is to facilitate challenging directions in painting and a critical involvement in the creative process. Strong emphasis is placed on the practice of painting in a Post Modern context. Students explore the relationship between painting and photography, film, digital media, and popular culture. Students are expected to be engaged in the contemporary dialogue on painting through reading assignments related to painting, cultural theory, and arts criticism. Visiting artists and field trips to relevant exhibitions will broaden students' awareness of current professional painting practice. Artists' statements are developed in conjunction with work completed during the semester.

FA 491b: Introduction to Painting/Drawing Studio Thesis [3 credits] Prerequisites FA 421 and FA314. Through exploration and analysis of their recent work, students will identify a point of view and articulate that in their visual work and a position paper. Students will be expected to research contemporary art issues and establish a context for their work. This will provide the groundwork for research and development of a cohesive body of work that culminates with the senior thesis experience.

DRAWING

FA214: Drawing III: Figure [3 credits] Prerequisite FD113. Students work from the figure using drawing to arbitrate between rigorous observation and pictorial necessity. Skills developed in Drawing I and II extend into working exclusively from the figure, focusing on anatomical understanding, and overall expressive concerns. Awareness of the figure in art is expanded from historical to contemporary contexts.

FA213: Drawing IV: Non-Traditional Drawing

[3 credits] Prerequisite FA220. This course explores the idea of drawing as an analogue to activity. Emphasis is on process and experimentation as students explore a broad range of materials, tools, media, and contexts for drawing. Concept and content are explored through the act of drawing which may take the form of representation, abstraction, installation, and performance.

FA311: Drawing V [3 credits] Prerequisite FA213.

Building upon previous skills this course is a further investigation of drawing as a primary mode of expression. A strong focus is placed on concept development as students respond to specific assignments that engage a broad range of cultural issues and ideas. The development of an individual aesthetic and expression is emphasized. Students continue to hone their ability to articulate their ideas through critique presentation and the development of artists' statements.

FA314: Drawing VI [3 credits] Prerequisite FA311.

The goal of this course is to facilitate challenging, individual directions in drawing and a critical involvement in the creative process. Strong emphasis is placed on the practice of drawing in a Post Modern context. Students are expected to be engaged in the contemporary dialogue on drawing through reading assignments related to drawing and arts criticism, exposure to visiting artists, and field trips to relevant exhibitions. An understanding of contemporary issues, historical approaches, and technical/formal concerns inform the student's exploration. Artists' statements are developed in conjunction with work completed during the semester.

PRINTMAKING AND BOOK ARTS

FA230: Introduction to Printmaking [3 credits] An introduction to drypoint engraving on metal, relief and monotype printmaking, as well as print vocabulary, shop practice, and the categorization of prints. This course engenders appreciation for printmaking, presentation, and fine paper, while providing an historical context. Optional workshops alternate in collograph, collage, and silkscreen processes.

FA233: Relief/Monotype Printmaking [3 credits]

Prerequisite FA230. An exploration of the technical and aesthetic aspects of monotype and relief beyond FA230 and in combination with collage and collagraph techniques. Students will learn multi-layer printing in monotype and relief, and experiment with viscosity printing of collagraph plates and create unique collages layered with printing. Both editioning and one of a kind image will be created. Good shop practice, craftsmanship, and technical skill will be developed along with concept and aesthetics.

FA236: Letterpress/Bookarts [3 credits] Prerequisite FA230. Letterpress combines printmaking techniques with contemporary digital and photo practices. This process orientated course offers an introduction to hand setting, printed illustrations, and presswork. It includes basic designing with metal type, combining text with traditional printing methods, and setting up and operating the press. The course will also cover working directly from digital files of image and text to photopolymer plates. With an included introduction to the designing and making of books, students will learn traditional methods of western and Japanese bookbinding and explore a range of decorative and functional printing papers. Projects in this course include small books, broadsides, postcards, and business cards.

FA330: Intaglio Printmaking [3 credits] Prerequisite FA230. This course expands on the techniques introduced in the Introduction to Print course. Students learn advanced techniques in intaglio printing including line etching, engraving, aquatints, lift grounds, mezzotint, and photo etching. Contemporary intaglio printing is explored through exposure to current printmakers, printmaking journals, and relevant exhibitions.

FA235: Screenprinting [3 credits] Prerequisite FA230. Introduction to the versatile screenprinting process using water based inks. Students learn about basic equipment, printing techniques, papers, and a variety of stenciling processes, including the photographic stencil.

FA335: Lithography [3 credits] Prerequisite FA230. Students are introduced to the basic skills of black and white lithography. Positive litho plates are utilized to create hand drawn, photo related, and combination lithographs. Historical and contemporary approaches to the lithograph are discussed.

SCULPTURE

FA240: Sculpture I [3 credits] Prerequisites FD108 and FD109. Introduction to the basic language of sculpture, spatial concepts, and technical procedures, emphasizing wood and steel fabrication, plaster mold-making, and casting. Projects are based on 3-D principles of plane, volume, and positive/negative space. Contemporary and historical perspectives are addressed. This course furthers students' knowledge of shop practice, and the safe and appropriate use of tools and materials.

FA340: Mold Making and Casting [3 credits] Prerequisite FA240. This sculpture course is based on learning traditional and experimental mold making and casting processes in conjunction with the conceptual development of the work. A broad look at why artists use processes of mold making for replication of form will be considered from both historical and contemporary perspectives. Sculpture will be considered both as an object and site-specific installation. Students will address these approaches through the development of work based on modeling form from observation and exploring contemporary issues relating to the proliferation of form through multiplication. Visiting artists slide lectures and/or field trips enhance the students' awareness of current approaches to sculpture that utilize casting techniques.

FA242: Metal/Wood Processes [3 credits] Prerequisite FA240. Refining skills learned in Sculpture I, this studio course focuses on advanced techniques in wood and metal, including brazing stick and TIG welding. Objectives include development of techniques as both an end in themselves and tools for other sculptural practices. Class discussion and readings include critical investigation of concepts relevant to contemporary sculpture.

FA342: Advanced 3-D Projects [3 credits]

Prerequisites FA240, FA242, and FA340. This advanced course builds on technical and material skills developed in previous courses. Emphasis includes intensive readings and discussions of critical issues and contemporary artists in 3-D and sculpture. Students focus on conceptual development, building a body of work and developing a sustained investigation of content and form. Students must be able to work comfortably with a wide range of materials and tools before enrolling in this course.

ID350: Installation/Performance [3 credits]

Prerequisites FA240. Students bring particular visual skills to this course as the basis for installation work, working both collaboratively and on individual projects. Issues such as site-specificity, interaction with the viewer and interrelationships among a variety of art forms are explored. Performance introduces time-based work in which the performer is another conceptual and formal element of installation. The course covers historical and contemporary issues of installation and performance through slides, readings and video documentation. Students develop artists' statements in conjunction with specific projects.

ID340a: Public Art [3 credits] This combination studio and lecture course covers contemporary and historical issues pertaining to art in public places vs. public art, community based work, public process, collaboration among disciplines, and funding. Public art works include a wide range of methods, such as sculpture, wall murals, landscape art, and architecturally intergraded pieces. Individual and collaborative course projects include architecturally integrated pieces, drawing for design, scale model building, site planning, and finished works. The course includes site visits to public art pieces and discussions with public art administrators.

FA491a: Introduction to Sculpture Studio Thesis

[3 credits] Through exploration and analysis of their recent work, students will identify a point of view and articulate it in their visual work and in a position paper. Students will be expected to research contemporary art issues and establish a context for their work. This will provide the groundwork for research and development of a cohesive body of work that culminates with the senior thesis experience.

FA497: Fine Arts Professional Portfolio

[3 credits] Prerequisite department chair approval. As a capstone course, the Professional Portfolio Development course focuses on a range of topics related to the professional development of fine artists. Emphasis is on practical skills that will assist the emerging artist as he or she embarks on a professional career as a fine artist. Students develop skills in professional writing, such as grant proposals and arts criticism, in addition to learning basic business practice, approaches to self-promotion, and methods of documenting artwork. Professional presentation of artwork is directed to a broad range of applications including commercial and alternative contexts. Further professional development is considered through looking at graduate schools, artist residencies, posted BFA internships, and employment opportunities for artists.

FA496: Studio Thesis [6 credits] Prerequisite department chair approval. All senior students are required to take this course in conjunction with their seminar thesis course. This rigorous studio course is designed to facilitate challenging, individual directions in art and design making and critical thinking. Students map out a plan of study for the semester and work on a series of related ideas that culminate in a cohesive body of work. Research simultaneously developed in Seminar Thesis is expected to inform and broaden the context of visual work developed in the Studio Thesis.

Students are expected to refine their understanding of contemporary issues and historical approaches related to their specific concept or process, and bring an advanced competency to the technical and formal concerns that inform their work. Through frequently scheduled critiques and the artist statement, emphasis is placed on developing a process of self-evaluation to clarify visual choices, and express and defend individual artistic points of view. Visiting artists, guest lecturers, pertinent articles, and relevant exhibitions and presentations supplement the Studio Thesis experience. Over the course of the semester students will investigate exhibition design and prepare for the display of their work in the senior exhibition.

PHOTOGRAPHY COURSES

PH250: Photography I [3 credits] This course provides an introduction to the understanding and use of the 35mm camera and to working in the darkroom to produce black and white silver gelatin prints. Through lectures, demonstrations, and assigned projects, students develop a basic vocabulary for discussing, critiquing and creating photographs. Students will work on portraits and self-portraits, documentary work, rephotography, and will learn to make and use pinhole cameras.

PH251: Photography II [3 credits] Prerequisite PH250. This course introduces students to color photography, manipulation, collage, text addition, collaborative books, fabrication, sequencing, and a more complex photographic language. Students will develop a deeper understanding of the photographic process, both technically and conceptually, and are challenged to articulate their ideas in a concise and creative manner.

PH350: Photography III [3 credits] Prerequisite PH251. Students are introduced to medium and large format cameras, studio lighting, and more refined technical uses of both black and white and color photography. This course also includes portraiture, history, individual research, exploration of alternative films and chemistry, portfolio building, visits to galleries and stockhouses, and begins to build career awareness.

PH310: Digital Photography I [3 credits]

Prerequisites PH251. This course is an introduction to working digitally with photographic images. Course content includes projects, critiques, and lectures based on both straight and constructed methods of image making. The class is also an introduction to color photography as it relates to the digitized image. Technical lectures and demonstrations include: importing files from digital media, high resolution film scanning, color management, editing images in Adobe Photoshop, making high-quality output on inkjet printers, and using service bureaus for large scale output.

PH311: Digital Photography II [3 credits]

Prerequisites PH250 and CD221. This course will provide increased refinement of the digital work process. Students will further their exploration of the digital photographic medium through expanded projects, honing both conceptual and technical skills and further developing a vocabulary for discussing photographic imagery.

PH450: Photography IV [3 credits] Prerequisite PH350. This course is designed to further the conceptual and technical basis formed in the prerequisite courses. Through fewer but more demanding projects, students will hone technical and research skills, seek a more personal photographic voice, and achieve deeper conceptual resolution. Demonstrations, lectures, and slide/video presentations will expand students' professional photographic vocabulary and set of technical options. Each student will find a venue and present an exhibition of their class work at the end of the semester.

PH470: Alternative Photographic Processes

[3 credits] Prerequisite PH310 or department chair approval. This course will be a hands-on exploration of a number of alternative photographic processes including Cyanotype, Van Dyke, Gum Bichromate, and Platinum/Palladium. Each of these processes involves compounding photosensitive emulsions and sensitizers and hand applying them to various art papers. Students may use view camera negatives as well as pinhole cameras to produce contact negatives for these processes as well as using the computer and inkjet printers to produce desktop negatives from digital files. Students will produce an expansive portfolio of prints containing samples from each process.

PH459 : Independent Study: Photography [1-3 credits]

Prerequisite PH450 and department chair approval. An advanced course in photography in which the student works with a faculty mentor in developing imagery and appropriate techniques in a particular area of photography. A written, signed contract is required prior to registering for this course.

PH490: Photography Internship [1-3 credits]

Prerequisite PH251 and department chair approval. In their junior and senior years, students have the option of earning a specified number of credits while gaining

valuable work experience in an area appropriate to their studies. The internship must be formalized by a written agreement with the student, the workplace, and a faculty advisor.

PH491: Introduction to Studio Thesis:

Photography [3 credits] The culmination of all previously taught photographic skills and competencies. Work will focus on the individual student identifying within themselves a set of core creative concerns within the context of a developing thesis topic. Portfolio development and artistic professionalism are emphasized.

PH496: Studio Thesis: Photography [6 credits]

Prerequisite PH491. This rigorous studio course is designed to facilitate challenging, individual directions in photography and critical thinking. Students map out a plan of study for the semester and work on a series of related ideas that culminate in a cohesive body of work. Seminar Thesis research is expected to inform and broaden the context of the visual work developed in the Studio Thesis. Students are expected to refine their understanding of contemporary issues and historical approaches related to their specific concept or process, and bring an advanced competency to the technical and formal concerns that inform their work. Through frequently scheduled critiques, and a developed artist statement, an emphasis will be placed on developing a process of self-evaluation to clarify visual choices and express and defend individual artistic points of view. Visiting artists, guest lecturers, pertinent articles, and relevant exhibitions/presentations supplement the Studio Thesis experience. Over the course of the semester students will investigate exhibition design and prepare for the display of their work in the senior exhibition. All senior students are required to take this course in conjunction with their seminar thesis course.

GRAPHIC DESIGN/INTERACTIVE COURSES**CD205: Introduction to Typography [3 credits]**

Prerequisite Successful completion of all foundation requirements. An introductory study of written communication through the craft and art of letterforms and application of typographic principles. It serves as an introduction to typography as an element in the art and design process. The course is taught as a skill and an art form.

CD206: Graphic Imagery [3 credits] Prerequisite Successful completion of all foundation requirements. A hands-on introduction to graphic design is foundation-based and encompasses the fundamentals of communication theory and practice. Emphasis is placed on the development of creative problem-solving skills and processes primarily through the creation of structured iconography. Students also explore visual communications-related professions and practices.

CD221: Introduction to Interactive Media [3 credits] Prerequisite FD114. Presents the computer as an interactive creative tool and as a medium. Students learn the fundamentals of the interactive process. The course is intensely technically oriented. However, along the way, students begin to investigate the why and wherefore of interactive working methods and engage in a dialogue that expands on the possibilities that computers are tools used to exchange thoughts and ideas.

CD225: Principles of Usability [3 credits] Prerequisite CD221. Focus on the fundamentals of user-centered design and usability issues surrounding web-based interfaces (Internet, PDA, cell, etc.). The course examines information architecture models, content/design relationships, user behaviors, and user testing scenarios. Students use the following development tools: Photoshop, ImageReady, Microsoft Word, Netscape, Internet Explorer, and Dreamweaver.

CD305: Intermediate Typography [3 credits]

Prerequisites CD205 and CD206.

Expanding on the skills and knowledge acquired in Introduction to Typography, this course explores the dynamics of type in context. From the traditions of book design to the frontier of digital and interactive typography, students explore type as a design and communication tool, investigating these contexts through the lens of historical innovation.

CD306: Graphic Design Systems [3 credits]

Prerequisites CD205, CD206, and CD225.

A continuation and merging of the skills and proficiencies developed in Graphic Imagery and Introduction to Typography. Emphasis is placed on process, research, advanced conceptual thinking, creative development, and design systems. In this course, the student will develop a unified graphic campaign to promote an organization's brand and mission, through research, presentation, and a systematic approach to verbal and visual concept development.

CD307: Graphic Design Practicum [3 credits]

Prerequisites CD205, CD206, and CD221. Students learn to fully utilize Macintosh design applications to create professional digital art compatible with the state of the art production requirements and accepted standards of printers and other vendors. Major topics include: mechanical creation, typesetting, implications of paper and ink selection, creation and correction of illustrative and photographic art, and understanding prepress and press work. This course will provide methods and techniques to prepare graphic design for reproduction on a commercial printing press. Emphasis will be placed on procedures used in digital document creation.

CD405: Advanced Typography [3 credits]

Prerequisites CD305 and CD306. The culmination of all previously taught typographic competencies, this course focuses on the developing type skills applicable to the work a designer is assigned at recognized design and advertising firms. Advanced project work addresses functional as well as expressive typography. The class requires students to develop concepts, present and explain their work, and bring their solutions to life.

CD490: Communication Design Internship [3 credits]

Prerequisites CD206, CD305 and department chair approval. In their junior and senior years (though recommended second semester, junior year), students have the option of earning a specified number of credits while gaining valuable work experience in an area appropriate to their studies. Prior approval is required from the department chair, and the internship must be formalized by a written agreement between the student, the workplace, and the internship coordinator.

CD491: Introduction to Graphic Design Studio Thesis [3 credits]

Prerequisites CD305 and CD306. The advanced culmination of all previously taught communication design skills and proficiencies. Project work centers on complex applications incorporating a wide spectrum of creative solutions to both practical and experimental design problems within the context of a developing thesis topic. Portfolio development and artistic professionalism is stressed.

CD494: Graphic Design Studio Thesis [6 credits]

Prerequisites CD405 and CD491. This rigorous studio course is designed to facilitate challenging, individual directions in design and critical thinking. Students map out a plan of study for the semester and work on a series of related ideas that culminate in a cohesive body of work. Seminar Thesis research

is expected to inform and broaden the context of the visual work developed in the Studio Thesis. Students are expected to refine their understanding of contemporary issues and historical approaches related to their specific concept or process, and bring an advanced competency to the technical and formal concerns that inform their work. Through frequently scheduled critiques, and a developed artist statement, an emphasis will be placed on developing a process of self-evaluation to clarify visual choices and express and defend individual artistic points of view. Visiting artists, guest lecturers, pertinent articles, and relevant exhibitions/presentations supplement the Studio Thesis experience. Over the course of the semester students will investigate exhibition design and prepare for the display of their work in the senior exhibition. All senior students are required to take this course in conjunction with their seminar thesis course.

CD497a: Graphic Design Professional Portfolio Development [3 credits]

Prerequisites CD405 and CD491. The preparation and assembly of artwork for professional presentation, practice, development, and advancement. Emphasis is placed on refining previously learned competencies into cohesive, multifaceted statements of artistic capability. Concurrently, students are immersed into an array of professional issues and situations relating directly to the development of a visual artist including self-promotion, documentation, ethics, business practice, and life-long learning.

ID200: 3D Applications [3 credits]

Prerequisites TBD. Interdisciplinary exploration of three dimensional theory, principles, and practice. This course, through advanced project work customized to individual student interests, is intended to inform future work and augment every CVA major program.

ID320: Interdisciplinary Digital Applications

[3 credits] Prerequisite CD221. Advanced digital studies in sequence, animation, sound, interactivity, scripting, and three-dimensional form. This course explores the possibilities of creating interactive content for use on the World Wide Web or via cd-rom through efficient, technical, and conceptual execution. Students explore the history, as well as the current state of interactive media and use this knowledge as a basis for advanced projects.

ID321: Advanced Interactive Applications [3

credits] Prerequisite CD320. Expands on applications and techniques learned in Interdisciplinary Digital Applications for use both on and off the web. Emphasizes individual exploration of styles, techniques, expression, and collaboration as well as efficient, technical, and conceptual execution. Explores the history and the current state of interactive media and uses this knowledge to produce portfolio quality project work.

ID355: Digital Imagery [3 credits] Prerequisites CD221 and PH250. Exploration of expression and style utilizing advanced digital applications. This course explores the possibilities of creating and manipulating imagery on the computer. It strives for an understanding of the current theories of the role of the digital in the creative process. In addition, students examine alternative methods of output and presentation. Emphasis is placed on conceptual and artistic development. Final presentations and exhibitions stress professionalism.

ILLUSTRATION COURSES

IL211: Illustration Concepts [3 credits] Prerequisite Successful completion of all foundation requirements. This course introduces students to illustration as an art form, passion, and profession. Students explore a variety of media as well as methods for their application and are familiarized with the ever-changing market of illustration. Emphasis is placed on technique and presentation.

IL313: Applied Illustration [3 credits] Prerequisite IL211. The objectives of this course are divided into three areas which represent the essential disciplines of professional illustration problem solving: the development of a systematic approach to solving a given illustration assignment, design skills (drawing, composition, craftsmanship, and presentation), and exploration of media (exploration of personal style through experimentation with materials). Assigned projects will reflect the recognized standards of a profession in constant flux.

IL390: Digital Illustration [3 credits] Prerequisite IL211 and CD221. This course is designed to help students develop an understanding of digital imaging and to explore how to integrate it into their own creative process. It will emphasize raster-imaging (pixel-based natural media painting) software, such as Corel Painter and Adobe Photoshop. In-class drawing exercises are utilized to both help students continue to improve fundamental skills and to maintain the critical connection between traditional and digital techniques.

IL450: Illustration Studio Thesis [6 credits]

Prerequisite IL491. This rigorous studio course is designed to facilitate challenging, individual directions in illustration and critical thinking. Students map out a plan of study for the semester and work on a series of related ideas, which culminate in a cohesive body of work. Seminar Thesis research is expected to inform and broaden the context of the visual work developed in the Studio Thesis. Students are expected to refine their understanding of contemporary issues and historical approaches related to their specific concept or process, and bring an advanced competency to the technical and formal concerns that inform their work. Through frequently scheduled critiques, and a developed artist statement, an emphasis will be placed on developing a process of self-evaluation to clarify visual choices and express and defend individual artistic points of view. Visiting artists, guest lecturers, pertinent articles, and relevant exhibitions/presentations supplement the Studio Thesis experience. Over the course of the semester students will investigate exhibition design and prepare for the display of their work in the senior exhibition. All senior students are required to take this course in conjunction with their seminar thesis course.

IL490: Illustration Internship [3 credits] Prerequisite IL390 and department chair approval. In their junior and senior years (though recommended second semester, junior year), students have the option of earning a specified number of credits while gaining valuable work experience in an area appropriate to their studies. Prior approval is required from the department chair, and the internship must be formalized by a written agreement between the student, the workplace, and the internship coordinator.

IL491: Introduction to Illustration Studio Thesis [3 credits] Prerequisite IL313 and IL390.

Expands on applications and techniques learned in Interdisciplinary Digital Applications. Through discussions, demonstrations, studio work, and projects, students examine and define the way they make art, refine the look of their work, and begin to explore possible outlets for employment. Emphasis is placed on the individual exploration of styles, techniques, expression, and collaboration to produce portfolio pieces within the context of a developing thesis topic.

IL497a: Illustration Professional Portfolio Development [3 credits] Prerequisite: IL491.

The preparation and assembly of artwork for professional presentation, practice, development, and advancement. Emphasis is placed on refining previously learned competencies into cohesive, multifaceted statements of artistic capability. Concurrently, students are immersed into an array of professional issues and situations relating directly to the development of a visual artist including self-promotion, documentation, ethics, business practice, and life-long learning.

ENRICHMENT

CVA Symposium The Bush Grant sponsors CVA's symposium, a series of lectures, gallery talks, and other events. Each academic department coordinates one event per semester. All students, faculty and staff are strongly encouraged to participate in these events.

Honors Program The Honors Program at the CVA offers expanded opportunities for exceptional students who are curious, highly motivated, and interested in exploring new ideas and devising new solutions. Interdisciplinary projects and studies are an important part of honors, encouraging synthesis of ideas and skills.

Honors students may register for selected regular courses in the curriculum as “embedded honors” classes. The instructor designs a special honors component of the class and interacts more closely with the honors students. The honors work is not simply “more work” than the usual class, but consists of alternative assignments and activities that deepen and enrich the experience for the honors students. Interdisciplinary seminars especially designed for honors students combine liberal arts and studio work and offer unique opportunities to learn and create. Honors students also may do honors directed study projects in their classes, pursuing their special interests in both studio and liberal arts areas.

Students apply for the Honors Program either during the second semester of the Foundation year or the first semester of the sophomore year. The application process includes an honors portfolio review, conducted by studio faculty.

CVA is a member of the National Collegiate Honors Council (NCHC), and CVA honors students have the opportunity to participate in NCHC study abroad programs. For more information, check the NCHC web site at www.nchchonors.org/.

Students interested in this program can contact Dr. Sue Short, the Honors Program Director (sshort@cva.edu) for more information.

Internships The goal of CVA's internship program is to prepare students for their careers by providing meaningful work experiences, professional contacts to the community, and intellectually challenging opportunities. Students will be held to the highest expectations, and will have the full support of CVA during the internship. Students should contact the Internship Coordinator at careers@cva.edu for more information.

German Exchange Program The College of Visual Arts offers a student exchange with Hochschule für angewandte Wissenschaft und Kunst (HAWK), an art and design school in the northern Germany city of Hildesheim. The duration of the exchange can be one or two semesters. The program at HAWK offers most every studio course CVA offers plus courses in interior architecture, industrial design, calligraphy, advanced color studies, and restorative arts.

Participating students will continue to pay full-time tuition at CVA and will be enrolled here while taking a German student's position in Hildesheim. They will also trade living arrangements. Additional out of pocket expenses should be limited to airfare and the cost of any travel one might take advantage of while in Europe. In most cases this exchange should not extend a student's anticipated graduation date. German language skills are strongly encouraged, but not required.

This program is open to all students within the General Studio Arts Program. To qualify students are required to have successfully completed their first year foundation program and the second year of the General Studio Arts program. Interested students must also meet with the department chair within their chosen area of concentration. If approved, students need to prepare a one page written document explaining why they want to participate in this exchange and supply additional requested information. CVA students can receive up to 30 course credits, depending upon the length of the exchange. Interested students should contact John DuFresne for more information about the program and the application process.

Summer Degree Courses The college offers a limited selection of specialized studio and liberal arts courses in the summer for degree seeking students. These courses are offered for credit and are not part of the regular curriculum.

Also during the summer the college offers travel study programs that will earn students up to three credits in liberal or studio arts. Recent classes have traveled to London, Paris, Italy, and New York City. Besides learning about host culture and tradition, students visit museums, historic sites, and artist and designer studios. Students perform related studies before and during the trip, and are required to complete specified course work.

ACADEMIC SUPPORT

Academic Advising It is imperative that students establish strong rapport with their academic advisor and are diligent in following their program requirements as scheduled. Students are assigned a full-time faculty member who will serve as their academic advisor and will assist students with course selection and planning. Academic advisors, along with the Registrar's Office, provide guidance regarding academic procedure, guidelines, policy, and other support services as needed. CVA strongly recommends that students remain actively engaged with the academic advisor during their enrollment at the college.

Internship/Career Services Career Services supports students in their professional development including assistance in graduate school research, grant application procedures, job opportunity research and practice interview sessions. In addition the career center assists students in the placement of junior year internships. Students should contact the Internship Coordinator at careers@cva.edu for more information.

Digital Tutorials Digital tutorials offer computer support for any CVA students. Four hours of support time by a computer specialist are allocated each week during the academic year, on a rotating schedule. Hours are posted on the third floor of the Summit Building, or can be downloaded from www.cva.edu/student_resources/dig_tutor.htm. Support documents on a variety of computer topics are also available from this web page.

Learning Resource & Writing Center The Learning Resource & Writing Center at CVA offers learning enhancement and enrichment services to students. Students may consult with the LRCW staff about all types of academic skills, including writing, critical reading, research, note-taking, study skills, time management, and test-taking strategies. Staff are also available to help with tutoring in computer skills. Individual consultation is the usual way that students use the LRWC; academic skills workshops and seminars are also offered periodically. The resources of the LRWC are designed to help students take full advantage of the variety of learning opportunities at CVA and not only to survive, but to thrive as they acquire new knowledge.

ACADEMIC STANDARDS

Completion of Foundation Requirements All Foundation Program courses must be completed successfully by the end of the freshman year in order to enroll in sophomore level courses. First year students are required to repeat course failures or withdrawals by the end of the next academic year.

Level Reviews: First and second year programs level reviews consist of two scheduled critiques that are required for all students. The first critique, that takes place at the conclusion of the first year foundation program, emphasizes critical thinking and presentation skills. The second critique, at the end of the sophomore year, serves as an extension of the professional choice program begun in the foundation year, providing a check on the student's choice of major and professional direction. Failure to attend a scheduled critique will result in the student being placed on academic probation.

Senior Thesis Senior Thesis is the capstone experience at the College of Visual Arts. All students are required to successfully complete their thesis studies for graduation. This includes Professional Portfolio Development, Studio Thesis, and Seminar Thesis. These three courses have been designed to prepare and launch students for success upon graduation.

Good Academic Standing Students are in good academic standing if they maintain a cumulative grade point average of at least 2.0. Students admitted to the college are assumed to be in good standing academically as long as they are not admitted under probationary conditions. Students should be aware that maintaining good academic standing does not automatically ensure continued financial aid eligibility.

Midterm Evaluation A student receives a midterm evaluation from faculty to indicate the academic progress made in a class. The evaluation identifies the student's academic needs and also recognizes the student's academic success. Faculty complete a midterm evaluation for each student and a deficiency form for any student who is not making satisfactory progress.

Graduation with Honors The Bachelor of Fine Arts degree is conferred with honors upon students who have maintained high academic excellence. Final graduation honors listed on the diploma and the transcript depend on the cumulative GPA at the time of degree completion.

Summa Cum Laude	3.90
Magna Cum Laude	3.70
Cum Laude	3.50

President's List Any student who passes 15 or more semester credits and attains a 3.50 grade point average or better for any one semester is placed on the President's list. Credits earned from developmental coursework (courses numbered below 100) do not qualify for the 15 credits required for the President's list. The names of the students making the List are announced by the Registrar's Office at the end of each semester.

Grading Criteria Individual faculty evaluate and assign grades for coursework performed within the structure of each class. Each course has outcome objectives which students are expected to meet. These objectives and grading criteria are outlined in a course syllabus, which is given to students during the first week of class. At the end of each semester, students receive a grade for each course.

CVA provides faculty with the following guidelines for grading and assigning grade point averages (GPA). Please note that in this grading system, "C" represents average work, meaning regular attendance, continued improvement, and successful accomplishment of course objectives.

Passing Grades

GRADE	DEFINITION	GRADE POINTS
A	Excellent	4.0
A-		3.7
B+	Above Average	3.3
B-		2.7
C+	Average	2.3
C		2.0
C-		1.7
D+	Below Average	1.3
D		1.0
S	Satisfactory	0.0
W	Withdrawal	0.0
Au	Audit	0.0

Non-Passing Grades

F	Failure	0.0
I	Incomplete	0.0
U	Unsatisfactory	0.0

ACADEMIC POLICIES, PROCEDURES, AND REQUIREMENTS ACADEMIC WARNING, PROBATION, SUSPENSION, AND DISMISSAL

When reading the rules listed below, the student must keep in mind that academic probation, suspension, and dismissal become effective at the end of the semester or term in which the student fails to attain the grade point average required. Although a student will normally receive official notification of such action, such notice is not a prerequisite to the student being placed on probation, suspension, or dismissed. It is the student's responsibility to ascertain his or her academic status after the close of the semester. All academic actions described below will appear on a student's transcript.

Academic Warning An academic warning is issued to a student whenever the regular-term GPA is below 2.00. The Registrar's Office will notify a student of his or her academic standing. The purpose of such a warning is to alert a student, even though he or she may currently be in good standing, that special effort be given before he or she falls into academic difficulty.

Academic Probation Academic probation is intended as a warning to students not making the expected progress towards a degree completion. A student will be placed on academic probation whenever the cumulative grade point average falls below 2.0. A student may be admitted on probation or continued on probation. Under exceptional circumstances, a student may be academically suspended from the college without first being placed on probation. Generally, a student on probation shall be removed from probation any time the cumulative grade point average is 2.0 or above. (Students who are admitted on probation are subject to different cumulative credit requirements in order to achieve good standing.) A student on probation must make a semester grade point average of at least 2.0 during the first semester and each succeeding semester until the student is removed from probation or the student will be academically suspended. Failure to achieve a cumulative 2.0 by the end of the second semester of probation will result in academic suspension.

Academic Suspension A student who has been academically suspended from the college will be eligible for readmission after one calendar year from the close of the term or semester that resulted in the suspension. A student returning to the college after a suspension period must apply for readmission. A student who has attended another institution since last attendance at the college must meet the same admission requirements as a transfer student. A student who returns to the college after an academic suspension is continued on probation, and the student must make a semester grade point average of at least 2.0 for each semester until the student is removed from probation. Failure to do so will result in academic dismissal. Failure to achieve an overall 2.0 by the end of the second semester of enrollment after suspension will also result in academic dismissal.

Academic Dismissal Academic dismissal usually indicates a level of scholarship so low as to make the completion of a degree unlikely. It can also be used in instances where behavior or aptitude deficiencies merit academic intervention. A student must have a cumulative grade point average of 2.0 by the end of his or her third year and throughout the fourth year in order to graduate. A student who fails to maintain this standard will be academically dismissed from the college. A student who has been academically suspended or dismissed may re-enter the college by a favorable action of the Academic Review Committee. Courses completed elsewhere by a student who has been academically suspended or dismissed may be submitted as evidence of academic competence on a petition to the Academic Review Committee for readmission. If readmitted, the student may receive degree credit for such course work. A student who has been removed from probation will be subject to new academic action in accordance with the preceding rules exactly as if the student had not been previously placed on probation, suspension, or dismissed.

Academic Grievance Procedure Discipline problems, personal conflicts, unfair actions, and emergencies arise from time to time. A student who feels unfairly treated should first seek to resolve any conflict or grievance directly with the person involved. If the matter is not resolved, the grievance should be brought to the appropriate chairperson or supervisor. If, at that point, the student has not received satisfactory results, the student may notify the Dean of Academic Affairs regarding the matter and submit a written grievance statement with a request for redress. The Dean may refer grievances involving legal matters and violations of the law to the appropriate authorities.

Academic Honor Code

I. Principles Every student at the College of Visual Arts must adhere to high standards of honorable behavior. Academic work for all liberal arts and studio classes must be a student's own, with appropriate credit given for use of the words, images, and ideas from other sources. If a student uses fraudulent means to obtain grades or other advantages in academic work, he or she has not truly gained in knowledge, understanding, or skill. Grades, honors, and other marks of achievement lose their meaning; the reputation of the College of Visual Arts is diminished and the value of its BFA degree reduced. It is therefore essential to the integrity of the college that every member of the community, including students, faculty, staff, and administration, uphold the highest standards of academic integrity.

II. Definition and Examples of Academic

Dishonesty Upholding these standards requires an understanding of what is meant by academic dishonesty. Academic dishonesty can be defined as any act whereby a student seeks to gain grades, credit, or other advantage by fraudulent means. It includes, but is not limited to, cheating, plagiarism, making multiple submissions, facilitating academic dishonesty, stealing or defacing materials or other property, using materials in an unauthorized manner, and falsifying academic records. The following list provides examples of these kinds of behavior. It is meant to provide illustrations only and is not an exhaustive list.

Cheating

1. Copying another student's answers on a quiz or exam.
2. Using notes or other source materials on a quiz or exam without the instructor's permission.
3. Collaborating on a take-home exam meant to be completed individually.
4. Using electronic devices such as phones, computers, or calculators during an exam without the instructor's permission.
5. Copying another student's homework assignment.
6. Using answers from an instructor's version of a textbook for a homework assignment meant to be completed individually.

Plagiarizing

1. Presenting for either a liberal arts or studio class the work of another without acknowledgement, as though it were your own.
2. Using the "cut and paste" method of constructing a paper from Internet or print sources without synthesizing the ideas to create your own independent thesis or identifying the sources.
3. Using information, ideas, or images from any source (Internet, book, article, a classmate's research paper or artwork) without proper attribution.

4. Using the exact words of another without using quotation marks and citing the source.
5. Paraphrasing the words of another without citing the source.

Making multiple submissions

1. Submitting, without prior permission, a paper, project, or other assignment completed in one class to fulfill a requirement for another class.

Facilitating academic dishonesty

1. Allowing another student to copy answers from your exam paper.
2. Giving or selling another student a completed assignment, project, or paper.
3. Informing students in a later section of a class the questions on an exam.

Stealing or defacing materials or other property

1. Theft or defacement of any materials or property belonging to another student or member of the staff or faculty.
2. Theft or defacement of any materials or property belonging to the college.
3. Theft or defacement of library books or other materials.
4. Theft of proprietary software.

Using materials in an unauthorized manner

1. Unauthorized entry into college property such as classrooms, studios, computer labs, faculty offices, or library.
2. Unauthorized use or manipulation of studio equipment or computer programs.

Falsifying academic records

1. Alteration of grade books or files.
2. Use of personal relationships to gain grades or favors.
3. Any attempt to obtain grades or credit through fraudulent means.

III. Process for Dealing with Violations of the Honor Code

The College of Visual Arts will treat violations of the honor code with the utmost seriousness. If a student is accused of academic dishonesty, the student will be informed of the alleged violation and the evidence on which the allegation is based. If circumstances warrant, the instructor and relevant department chair, in consultation with the academic dean, may decide on a penalty such as a failing grade or 0 on the assignment or exam or a failing grade in the course. A record of the violation will be filed in the office of the dean, who will maintain a permanent record of reported student violations. Students may appeal to the relevant department chair. If dissatisfied with that decision, the student may appeal to the academic dean. The decision from that office will be final. In special circumstances a student may appeal to a standing hearing committee. The academic dean will deal with second and subsequent violations of the honor code. Students may appeal decisions to the standing committee, the decision of which is final.

IV. Penalties for Violations Penalties for students found to have engaged in academic dishonesty may include:

1. A grade of F or 0 on an assignment, paper, or exam.
2. A grade of F for the course.
3. Suspension from the college.
4. Expulsion from the college.

Attendance Policy CVA's attendance policy applies to all studio and liberal arts courses and is designed to be proactive. Absenteeism and tardiness often are indications of extenuating circumstances that need attention and support. Faculty are required to adhere to this policy, track their students' attendance/tardiness, and make the appropriate referral to student support services, e.g., academic advisors and/or the Office for Student Life.

This policy will be consistently enforced by faculty and students will be apprised of this attendance policy at orientation.

- 1) Classes that meet two times per week recognize four absences as grounds for failure.
- 2) Classes that meet one time per week recognize three absences as grounds for failure.
- 3) Two tardies are equivalent to one absence. After fifteen minutes, the tardy becomes an absence.
- 4) A student will forfeit all rights and privileges for the course failed due to attendance and/or tardy absences.
- 5) Excused absences are only granted due to hospitalization and/or death in the family. Students are required to show documentation of their circumstance to their academic advisor and to the Office for Student Life. The Registrar's Office will communicate information regarding excused absences to the appropriate faculty.
- 6) CVA recognizes all religions and will grant excused absences for documented religious holidays. Students are required to register the particular times and dates of these holidays at the beginning of each semester with the Office for Student Life. This office will communicate information regarding excused absences to the appropriate faculty.
- 7) Students are responsible for understanding this policy and tracking their own attendance and tardiness.

Change of Program If a student wants to change their program of study, a Change of Program form must be filed and all requirements of the new program, that are in effect at the time of the change, must be met. The Change of Program form is available from the Registrar's Office. A change of curriculum becomes official when the Change of Program form is filed with the Registrar's Office.

Credit Transfer CVA students are expected and encouraged to take all their courses at CVA. A specially designed integrated curriculum provides a well-rounded education for artists and designers. Once a student has matriculated at CVA, a student may transfer up to 12 credits for courses taken elsewhere, if the student passed with a grade of "C" or better. Any credits transferred are not calculated in a student's grade point average.

Credit transfer from other institutions is not automatic. Courses must be approved in advance by both the department chair for the area of the course in question and the registrar. The chair and the registrar will assess the reasons for the request and evaluate the proposed course in terms of a student's program requirements. To be eligible for the credit transfer, the course must be from an institution accredited by a recognized regional accrediting agency, must meet the standards of a comparable course at CVA, and the class time should be equivalent to a full semester length class at CVA.

To secure approval for the credit transfer, a student must:

1. Obtain specific information about the proposed course, including the catalog description and syllabus.
2. Fill out a course substitution form (available in the Registrar's Office), stating the reason for the request and describing the course in detail.

3. Obtain permission from the department chair and registrar.
4. Have the form signed by the department chair and the registrar.

Dropping and Adding Classes Students wishing to change their schedules after registering must fill out a Drop/Add form. Students may add or drop classes with no notation appearing on their academic record during the first six days of a semester. To add or drop a class during this period, students must obtain the signature of the instructor and their academic advisor on the Drop/Add form and return the form to the Registrar's Office to process.

Grade Change Policy A grade that has been reported by the instructor to the registrar cannot be changed except in the case of clerical error, or unless it was fraudulently obtained. All grades and credits stand as recorded in the registrar's official records if changes are not reported in writing within five years of the last day of the semester in which the course was taken. All courses taken prior to degree completion, with the exception of those numbered below 100, are used toward fulfillment of the specific degree requirements, and the permanent record is closed as of the completion date.

Graduation Requirements Each student is solely responsible for satisfying all degree requirements listed below and as detailed in their individual program sheet.

Each candidate for a Bachelor of Fine Arts degree must:

1. Achieve a minimum cumulative GPA of 2.0. The procedure of academic probation is not allowed during the senior year.
2. Successfully complete a senior thesis. A thesis handbook outlining the policies and conditions for the thesis project is distributed to seniors prior to their thesis semester.

3. Successfully complete one of the degree curricula outlined in an official program sheet which was in effect from the year of matriculation, or later, at CVA. This presumes there has been no break in attendance exceeding three consecutive years and the student has filed no Change of Program form. If there is a break in attendance exceeding three consecutive years, the student is bound by any new curricular requirements.
4. Successfully complete a minimum of 126 semester credits. The BFA program comprises 78 studio credits and 48 general education credits. All students must complete a minimum of 66 semester credits in residence at CVA.
5. File an Intent to Graduate form with the Registrar's Office.
6. Satisfy all financial obligations to the college.

The registrar, in consultation with the department chairs, makes the final review to ensure that all course requirements have been successfully completed in each student's intended curriculum. Students must be officially registered in their chosen curriculum for at least two semesters prior to graduation in order to be eligible for a degree in that discipline.

Students who are six credits or fewer short of completing graduation requirements after the spring semester may participate in the commencement ceremony only if these courses are not in their major concentration. The remaining course(s) must be completed during the summer or the next semester the courses are taught. Students who are short credits by graduation receive their diplomas at the end of the term in which all degree requirements listed above are met. Transcripts confirm graduation status when the missing requirements are completed.

Incompletes A grade of incomplete is given by an instructor to indicate that a student has been unable to complete his or her academic obligations due to unusual circumstances such as a long illness or a death in the family. A Petition for Incomplete must be completed by the student and instructor and approved by the respective department chair and academic dean prior to the posting of final grades. Unless a specified time period is given by the instructor, an incomplete must be made up no later than the start of the next semester. A student is responsible for making arrangements with the instructor to clear the incomplete.

Leave of Absence A leave of absence may be granted to a student who wishes to interrupt his or her education temporarily but plans to return after one or a maximum of two semesters. All requests for a leave of absence must be submitted in writing. The formal readmission process is not required for students who have taken an official leave of absence. Leave of Absence forms are available in the Registrar's Office.

Readmission Policy All former students who have been away from the college for one or more semesters must file an application for readmission. The form can be obtained through the Admissions Office. A student will be reinstated if he or she is in good academic standing. A student who has been academically suspended may be reinstated only after the Academic Review Committee has granted approval. Applicants who have been gone longer than three years must meet the degree requirements of the catalog in effect upon their return. Certain time-sensitive courses may need to be repeated. All coursework completed over three years prior to readmission will be reviewed on a case-by-case basis.

Satisfactory Progress CVA requires that students achieve a minimum cumulative GPA of 2.0 to graduate. Students must complete their degree within six academic years (twelve semesters) of full-time study.

To enroll in any course, a C- or better must have been achieved in all published prerequisites and required courses. A grade of incomplete does not satisfy the standard. Students receiving a D+ or less must repeat the course before advancing to the next level of coursework. In special circumstances, permission may be granted by the appropriate departmental chair to waive this rule as long as the grade in question is not an F or I. As a general policy, courses at CVA are graded by letter grades (A, A-, B+, B, etc.). However, in certain courses, satisfactory/unsatisfactory grading may be more appropriate. In this type of grading, satisfactory work receives a S grade on the student's transcript, but does not count in the GPA. Satisfactory work counts towards the number of credits required for graduation. Unsatisfactory work receives an U grade and does not count towards graduation.

Thursday Nights at CVA Beginning in September, students are required to be available on Thursday evenings from 6:00 p.m.-7:00 p.m. in order to participate in college events and workshops such as gallery openings, roundtable discussions, and student government-related activities. The events will be held on Thursday evenings throughout the academic year. Roundtable discussions, gallery openings, and other special events that will take place during this time take precedence over any regularly occurring program or event.

Withdrawal from the College A student, who must withdraw during a semester because of personal reasons, should apply for college withdrawal in the Registrar's Office. A student, who withdraws from the college prior to the eleventh week and after the first six days of the semester, receives a "W" grade for any courses attempted during the semester. Thereafter and through the last days of instruction, a grade of "F" is assigned in all courses for which the student is registered unless the Registrar indicates on the college withdrawal form that the student is withdrawing due to "extraordinary reasons." A student withdrawing for extraordinary reasons, such as a death in the immediate family or a critical illness or accident, receives a grade of "W" in all courses attempted during that semester. Any student, who leaves the college without withdrawing his or her registration through regular channels, receives the grade earned through the end of the semester in all courses for which he or she is registered.

Withdrawing from a Class A student withdrawing from a class must process a Drop/Add form with the Registrar's Office prior to the eleventh week of a semester. A student withdrawing from a class any time after the first six days of a semester but prior to the eleventh week of a semester receives a "W" grade on his or her academic transcript. No student may withdraw from a class once the eleventh week of the semester begins. Any withdrawal beyond the start of the eleventh week of the semester will be recorded as an "F" grade on the academic transcript. Non-attendance does not constitute a withdrawal from a class and will be recorded as an "F" grade on the student's academic transcript.

GENERAL ACADEMIC POLICIES

Average/Maximum Class Size The typical class size for studio courses at the college is 10-15 students (15 students maximum) and 18-22 students in liberal art classes (24 students maximum).

Classification of Students At the end of each semester students are classified as follows:

Freshman - 0 to 29 credits completed.

Sophomore - 30 to 59 credits completed.

Junior - 60 to 89 credits completed.

Senior - 90 or more credits completed.

Credit Load Students should enroll for at least 15 credits per semester. To complete degree requirements within four years, students must complete six semesters of 15 credits and two semesters of 18 credits each. 126 credits above the 100 level (not including developmental courses) are required for graduation.

Transcripts Copies of student transcripts are available upon written request to the Registrar's Office. Official transcripts are \$4.00 per copy and unofficial transcripts are \$2.00 per copy. Transcripts may be withheld if a student has not met financial obligations at the college. Transcripts are sent only at the written request of the student. Transcript request forms can be obtained both in the Registrar's Office and from the CVA web site.

FACILITIES

Computer Labs The computer labs play an important role in the college's effort to educate students to be visually, verbally, and technologically accomplished. CVA's curriculum strives to teach students the technical skills needed to generate complex visual work, while enabling them to explore the creative possibilities of the computer as an artistic medium. Students at CVA have access to four networked Macintosh computer labs with file and print servers,

internet access, color scanners, and high quality laser printers. The computer labs offer extended hours for student use on class assignments.

CVA provides a unique environment to explore, research, create, and learn. The college's high speed T1 connection to the Internet allows students in the computer labs to draw upon the extensive information resources the Internet makes available. It provides students with access to creative elements such as images, sounds and text, photo and film archives, and electronic art galleries at Web sites throughout the world. In addition, Internet-based research tools and library databases assist with research for scholarly papers.

Gallery The CVA Gallery is an exhibition space dedicated to presenting works by students and faculty, as well as by regional, national, and international artists and designers. In conjunction with its exhibitions, the gallery sponsors talks by featured artists and designers, visiting scholars, and CVA faculty and alumni. These forums provide members of the college community and the public an opportunity to meet creative professionals and learn more about their influences and work processes.

Library The library offers students a comfortable setting for research and study. The collection consists of over 7,600 books, 33,700 slides, and 250 video recordings. The library currently receives 40 journals, with over 4,000 back issues, and has a Special Collection of rare monographs and 155 Artists' Books. Students have access to many online databases, including Alexandria (the CVA Library online catalog), Art Index Full Text, Dictionary of Art, EBSCO Academic Search Premier, Proquest Newsstand Complete, and ARTstor (image database).

Computers with word-processing and Internet connections make the library an ideal spot for writing papers, doing research and checking email. The staff is available to assist students with their research, including processing interlibrary loan requests for materials not available at CVA.

Photography Labs The college's photography facilities allow both beginning and advanced students to work in a well-equipped environment that fosters the exploration of individual photographic vision. These facilities can be used for traditional black and white, color, digital, and alternative photographic methods.

CVA's Western Avenue Photo Lab houses a large shooting studio, lighting equipment, seamless backdrops, reflectors, tripods, and other gear necessary for studio work. It functions as the photo classroom as well. Also located in the Western building are the dry mounting, matte cutting, copy camera rooms, and the photo faculty office. Adjacent to the Photo Lab is the new digital darkroom, housing computers, scanners, and our state of the art Epson inkjet photo printers, allowing printing with pigmented archival inks on elegant 100% rag papers.

Close by in the Marquette Building are the college's black and white and color darkrooms, film processing area, photo student lounge, and equipment check out counter. Here small, medium, and large format cameras, video cameras, tripods, darkroom kits, and other equipment can be accessed. Our newest facility is an alternative process darkroom located adjacent to the film processing area in the Marquette Labs. Here students can explore the fascinating world of such historical processes as cyanotype, Van Dyke, gum bichromate, platinum and palladium, and hand-applied liquid emulsions on alternative surfaces.

Printmaking Shop The college's printmaking shop is equipped with three etching presses for intaglio and monotype printing, letterpress and type, a litho press, a book press for relief or woodblock printing, and silk-screening equipment and facilities. The college provides students with the basic materials of inks and solvents.

Sculpture Shop The college's sculpture facility is furnished with a full metal shop equipped for cutting, drilling, and welding. The sculpture shop also houses a complete line of woodworking equipment and tools, as well as equipment for moldmaking and casting in plaster and concrete. Students make use of the outdoor grounds by the shop for installation work.



08

INSTITUTIONAL POLICIES



BAN ON FIREARMS

CVA prohibits its faculty, staff, students and guests from carrying, possessing and/or storing firearms on CVA's premises.

CRIME AWARENESS AND CAMPUS SECURITY ACT OF 1990

CVA is in compliance with all aspects of the Crime Awareness and Campus Security Act of 1990. Any prospective or current student may request from the Human Resources Office a full description of college security policies, incident reporting with related statistics, and the Drug-Free Campus Policy.

DISABILITY POLICY

The college provides a supportive environment for students with disabilities. Disability services are coordinated by the Office for Student Life. A student needing accommodations must contact the Director of Student Life for more information.

EXHIBITION AND PUBLICATION OF WORK

The college encourages students to display their artwork in campus buildings throughout their enrollment. A student must first receive approval before displaying any work on campus. Department chairs are responsible for the work exhibited in the CVA buildings as follows:

Summit building: Chair of Visual Communications

Summit lobby cases: Printmaking Faculty and Chair of Photography

Marquette building: Chair of Photography

Western building: Chair of Foundations Studies

Dayton building: Chair of Fine Arts and Chair of Photography

Grotto building: Chair of Fine Arts

Any student wishing to display sculpture or an installation involving three-dimensional objects should also consult with the Sculpture Technician for safety and durability assurances.

The college does not assume any liability, absent a written agreement between the student and the college to the contrary. It is recommended that a student properly secure and otherwise take appropriate measures to minimize any risk of loss or damage to the work and to the college's property. It is also the student's responsibility to take down any work and clean up after the work has been displayed. A student causing damage to property in the course of displaying work may be charged for repairs.

The college reserves the right to photograph, reproduce, use, or display works of art produced by students enrolled in its academic programs. Throughout the year, CVA authorizes the photographing of campus activities for publication in college materials. Any student who does not wish to have a photograph of him or her used by the college must notify the Director of Student Life of this decision at the time of registration.

FERPA AND CONFIDENTIALITY OF STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) of 1974 requires institutions to notify students of their rights regarding confidentiality of their records.

These rights include:

1. The right to limit disclosure of a student's record
2. The right to inspect and review the educational records that an institution keeps on a student
3. The right to amend a record or append a statement to the record
4. The right to file a complaint with the FERPA office in Washington, D.C.

CVA protects the privacy of education records, establishes the right of students to inspect and review their education records, and provides guidelines for the correction of inaccurate or misleading data through formal or informal hearings. Copies of CVA's policy regarding FERPA and procedures used by the college to comply with the Act can be obtained from the Registrar's Office.

Student directory information will be released at the discretion of the Registrar's Office unless the student specifically requests in writing that directory information be withheld. Requests to withhold directory information must be renewed annually with the Registrar's Office. Directory information includes name, address, telephone number, dates of attendance at CVA, degrees and awards received, major field(s) of study, and participation in organizations and activities approved or otherwise established by the college. All other information is defined as confidential and cannot be released without the student's written authorization.

GRIEVANCE PROCEDURES HANDBOOK

A student seeking information on the college's grievance procedure, sexual harassment and violence prevention program, crime awareness and campus security program, and drug and alcohol abuse prevention program should consult the CVA Grievance Procedures Handbook. This handbook is available upon request from the Human Resources Office.

HEALTH INSURANCE

While every safety precaution is taken, the production of art and design involves potentially hazardous techniques. All students are required to have some form of comprehensive health insurance. Students may obtain health insurance through their family, employer or individual policy. Students must submit proof, i.e., a copy of medical insurance coverage, to the Director of Student Life during final validation each semester. A student may request information from the Office for Student Life about medical insurance brokers who market student medical insurance coverage. Also during final validation students are required to provide current emergency contact information.

IMMUNIZATION LAW

Minnesota State Law requires students to have certain immunizations in order to be enrolled in most post-secondary educational institutions. Students may not enroll at the college until a completed immunization form as been submitted. The immunization form is available from the Admissions Office. Immunization information will be kept in the student's confidential file with the Registrar.

MILITARY SERVICE

The College of Visual Arts recognizes and appreciates the important contributions made by our enlisted men and women in the service of our country. It is possible that some CVA students in the National Guard and Reserves will be called to active duty. In support of these students, CVA has developed procedures that will provide necessary flexibility to each student.

Students will have the following options:

- 1) Withdraw from the entire semester and 100% of the tuition and fees will be reversed.
- 2) Petition for incompletes will be considered after the 12th week of classes.
 - a. If arrangements are made for incompletes in courses (to be made up later), the registration would remain and tuition and fees would be assessed in full.
 - b. If arrangements are made for incompletes in a few courses, the registration for those courses would remain and tuition and fees would be assessed. Courses which incompletes cannot be arranged will be dropped and the tuition and fees would be reversed.

Financial aid is refunded in accordance with existing CVA and Federal policies for each of the situations. These procedures do not apply to reservists who are fulfilling their annual two-week active duty.

NO SMOKING POLICY

All CVA buildings are smoke-free. Smoking is permitted outdoors only in designated areas. Care should be taken to properly extinguish and dispose of matches, cigarettes, and other materials.

NOISE CONTROL

Loud music and noise should be kept at a minimum in college buildings, as noise interferes with classes in session and the work of the staff and faculty members. While in any of the campus buildings, students should use headphones when listening to music. Students may listen to music during studio sessions at the discretion of the faculty.

NON-ACADEMIC DISCIPLINARY PROCEDURES

All students at the college are required to follow the Student Code of Conduct. Any violation will result in disciplinary action as outlined in the Non-Academic Disciplinary Procedures that are administered by the Dean. The Dean will ensure the fair and dutiful administration of the disciplinary process in such situations. A copy of these procedures is available upon request from the Office for Student Life.

NON-DISCRIMINATION POLICY

The college does not discriminate on the basis of race, sex, color, age, disability, national or ethnic origin, or sexual preference in the administration of its education policies, employment practices, admission policies, scholarships, loans, and other college administered programs.

SAFETY ON CAMPUS

Equipment and Materials The production of art and design involves potentially dangerous techniques and practices. Safe work habits and the awareness and knowledge of safety rules and policies are a condition of a student's enrollment at the college.

All students will receive training in the safe operating of tools and the handling of hazardous materials. Students are required to attend training sessions and abide by the rules and policies. These rules and policies will be enforced and failure to comply can result in reprimand, suspension, or

expulsion. The technicians or faculty have the final word in safe practices and reserve the right to remove any student from an unsafe situation or who is violating safety protocol.

The college is committed to providing students, faculty, and staff a safe environment in which to learn, teach, and work. We require the assistance of everyone in our community to have safe habits and prevent accidents.

Accidents and Illnesses Despite continued vigilance towards creating a safe working environment, accidents sometimes happen or a person may become ill while on campus. If someone suffers a life-threatening injury or illness, 911 must be called as soon as possible. In the case of a head, neck or spinal injury, the injured person should not be moved until trained medical personnel arrive. If the injured or ill person is clearly in a non-threatening situation, but still needs further aid, he or she should be taken to the United Hospital Emergency Room, 333 North Smith Avenue, St. Paul, MN 55102 or call the United Emergency Room at 651.220.8755.

Directions to United Hospital are: Take Summit Avenue to Ramsey Street (often referred to as the Ramsey Hill). Turn left on Ramsey and go down the hill. Turn left on Smith Avenue. Emergency room entrance is immediately on the left.

Following the incident the Director of Student Life or the Business Office should be notified.

Security on Campus The college provides a uniformed security officer to ensure the safety of the students, faculty, staff and facilities. During the fall and spring semesters, the officer is on campus Monday through Thursday from 6:00 p.m. to 12:30 a.m., Saturday from 12:00 p.m. to 4:00 pm, and Sunday from 6:00 p.m. to 12:00 a.m. During these hours, campus security can be reached at 612.839.3505.

The security officer makes scheduled rounds to all five buildings during his/her shifts. During his/her rounds, he/she checks to make sure all buildings are secure, all doors functioning properly, and assist students and faculty with any questions they may have.

The college has added two new features to campus security this year. The first is the placing of a sign in/out sheet at each entrance of all five buildings. All students will sign in and out of all buildings during the hours when the officer is on campus. The second is the addition of student monitors in the Grotto and Summit buildings. These monitors will be placed at the entrances of these buildings to maintain the sign in/out sheets, assist students and faculty, as well as providing support for the security officer.

All students, faculty, and staff are required to carry a college identification card while on campus and may be asked by the security officer or student monitors to show their ID.

College Identification Card Policy In an effort to promote a safe and secure learning environment for the College of Visual Arts community, the college has implemented an Identification Card Policy that requires students, staff, and faculty to carry the card with them whenever they are on college premises or attending off-campus events sponsored by CVA. Alumni using college facilities are also required to have an ID card. All ID cards must be validated by the Registrar's Office with a sticker for the current semester.

STUDENT CODE OF CONDUCT

The college has a Student Code of Conduct that affirms certain basic principles and standards of behavior that underlie its educational purpose. These include the recognition and preservation of basic human dignity, the freedom of expression, equal opportunity, and civil discourse, a sustained atmosphere of safety, respect for policies, rules, regulations, and standards set forth by the college, its academic divisions, and the federal, state, and city governments. Any violation will result in disciplinary action. A copy of the Student Code of Conduct is available upon request from the Office for Student Life.

STUDENT-RIGHT-TO-KNOW

The college is in full compliance with the Student Right-to-Know Act, which states that publication of graduation rates for students entering CVA as first-time freshmen must be made available upon request. The college's graduation rates are available to all prospective students upon request from the Registrar's Office.



09

**COMMUNITY
OUTREACH**



PRE-COLLEGE SUMMER CLASSES

The College of Visual Arts pre-college summer classes are designed to challenge the curiosity and interest of young artists and designers today. Each course introduces students to an expansive new visual vocabulary, a set of skills, and a way of visual thinking. Like all courses at CVA, these classes are taught by cutting edge artists and designers, who have engaging and exciting approaches to teaching.

ADULT EDUCATION

Adult education at the College of Visual Arts is about seeing and experiencing the visual world. Active professionals within the art and design community introduce new course offerings every semester. Information about upcoming courses can be found on the CVA web site.

10



ADMINISTRATION



**COLLEGE OF VISUAL ARTS
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Portfolio Development

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MFA, University of New Mexico
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Coordinator of Printmaking
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MFA, Rochester Institute of
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BA, University of Belfast,
Northern Ireland
MFA, The New York
Academy of Art
Teaches Painting

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BA, Carleton College, Minnesota
MFA, University of Minnesota
Royal Academy of Music, London
Teaches Installation/Performance

FOUNDATION FACULTY**LYNDA MONICK-ISENBERG**

Associate Professor Foundation Drawing, Chair Foundation Studies, and Teaching Artist Program Coordinator

Visual Artist

BA, College of St. Catherine

MA, University of Minnesota

Teaches Drawing 1 and Drawing 2,

Teaching Artist: Methods and Materials

Teaching Artist: Practicum

KIM BOWDEN

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Graphic Designer

BA, University of Minnesota

MFA, University of Minnesota

Teaches 2D Digital Design and Color and Design

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Web Designer

BA, Concordia University

Teaches 2D Digital Design and Color and Design

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B.Arch., University of Minnesota

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Orientation to Art and Design and Sampling the Majors

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Visual Artist

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MFA, University of Minnesota

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Associate Professor Art History and Chair Liberal Arts

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Teaches art history

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Teaches communications studies

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BA, MA, University of Minnesota
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MA, University of Chicago
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MA, Kansas State University
MFA, University of Minnesota
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MFA, University of British
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Teaches art history and humanities

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Minnesota
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BA, University of Minnesota Duluth
MA, University of St. Thomas
Teaches art history

PHOTOGRAPHY FACULTY

JOHN MARSHALL

Assistant Professor Photography and Chair Photography
BFA, MFA, University of Minnesota
Teaches Photo I and Alternative Photographic Processes

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Adjunct Instructor, Photography
BA, Columbus College of Art and Design
MFA, Minneapolis College of Art and Design
Teaches Photo I

LINDA GAMMELL

Adjunct Instructor, Photography
BA, MFA, University of Minnesota
Teaches Photo II (Color), Photo III and Photo IV

JOHN JOHNSTON

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BFA, Boise State University, Boise, ID.
MFA, University of Minnesota
Teaches Photo II (Color)

SUZANNE KOSMALKSI

Adjunct Instructor, Photography
BA, MFA, University of Minnesota
Teaches Introduction to Studio Thesis Photography, Studio Thesis Photography and Video Production

JUSTIN NEWHALL

Adjunct Instructor, Photography
BFA, Minneapolis College of Art and Design
MFA, University of Minnesota
Teaches Digital Photo I and II

VISUAL COMMUNICATIONS FACULTY

JOHN DuFRESNE

Associate Professor Graphic Design and Chair Visual Communications
BFA, University of Wisconsin, Superior
MA, Mankato State University
Teaches graphic design and portfolio development

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On-air Programming Creative Director, Internet Broadcasting Systems, Inc.
BA, University of Minnesota
MBA, University of St. Thomas
Teaches Interactive Usability

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Maintenance Assistant

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Printmaking Technician

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Registrar/Student Advisor

CARMEN HARRISPresident's Assistant/Registrar's
Assistant**Sculpture Shop****MATTHEW JANSON**

Sculpture Technician

Student Life**PAUL GAINES, JR.**

Director of Student Life

11



BUILDING & ACCESS



LOCATIONS AND CONTACTS

Located in Saint Paul's historic Cathedral and Summit Hill neighborhoods, the CVA campus comprises five buildings, and offers students access to an architecturally inspiring and efficient learning environment.

The Summit Building, at 344 Summit Avenue, houses administrative and faculty offices, communication design, illustration, sculpture and printmaking studios, computer labs and liberal arts classrooms.

Mailing address:

344 Summit Avenue, St. Paul, MN 55102
Telephone: 651.224.3416 or 800.224.1536
Fax: Fax 651.224.8854

The Western Building, at 173 Western Avenue, maintains drawing, painting, photography and foundation studios, the gallery and student lounge.
Telephone: Main 651.298.9305; Faculty 651.290.9381; Gallery 651.290.9379

The Marquette Building, at 204 Western Avenue, is the location of the color and black and white photography labs.
Telephone: 651.310.9554

The Dayton Building, at 394 Dayton Avenue, has the library, a small computer lab, and additional faculty and administrative offices.

Mailing address:

394 Dayton Avenue, St. Paul, MN 55102
Telephone: 651.310.0575
Fax: 651.310.0590

The Grotto Building, at 760 Selby Avenue, has additional drawing, painting and 3D studios. Telephone: Faculty 651.224.3823; Student 651.224.3798

SCHEDULED HOURS

Building hours are posted on each facility and are also listed on the CVA homepage (www.cva.edu). Students are encouraged to work on their projects in campus buildings after their classes, but should be courteous in regards to noise, as some classes may still be in session. Students must leave the buildings promptly at closing time and should anticipate cleaning up or ending work well before they are asked to leave.

EMERGENCY COLLEGE CLOSINGS

In the event of an emergency college closing due to weather or for other reasons, an announcement will be made on WCCO radio (AM 830), on WCCO-TV (Channel 4), and also on the WCCO-TV web site (wcco.com/schoolclosing). As soon as possible a separate message will be recorded on the main CVA answering machine (651.224.3416) and a message will be displayed on the CVA home page.

FIRE ALARM AND TORNADO WARNING PROCEDURES

CVA may conduct fire drills during the academic year. One continuous ring on the alarm system is the signal for students, faculty, and staff to leave the building immediately via the nearest exit and proceed to the following designated waiting areas.

Summit Building

- Across Summit, under the street signs for Summit and Virginia.

Western Building

- The entrance of the Dayton Building.

Dayton Building

- The exterior entrance to the gallery.

Grotto Building

- In front of the Walker West Music Academy.

Marquette Building

- The entrance of the Dayton Building.

Individuals should remain at the designated area until the all-clear signal is given.

In the event of a tornado warning, students, faculty and staff should seek shelter in the lowest level of a building.

MAINTENANCE OF WORK AREAS

Students are expected to maintain the neat and clean appearance of all work areas throughout the campus. Students working on projects must remove their materials and dispose of their trash properly. Materials left in any building will be removed at the discretion of the maintenance staff. Students mistreating or defacing college facilities, furniture or equipment will be responsible for mandatory financial restitution.

Students working with pastels, paints or sprays must cover all surfaces and care must be taken when cutting materials on table tops. Students must supply their own paint rags or paper toweling for cleaning brushes, wiping up spilled paint, etc.

Students are held responsible for the proper use and return of photographic equipment and shop tools.

PARKING

The college has parking lots only by the Western and Dayton buildings. There is no reserved parking at the college. Street parking is permitted, with posted restrictions, by all buildings. Students, faculty, and staff should have a CVA parking permit, available from the Registrar's Office, displayed on their vehicle.

The St. Paul Police enforce parking and traffic laws in the neighborhood. These laws include no parking within 30 feet of a stop sign, 20 feet from other intersections, 10 feet from a hydrant and 5 feet from driveways. U-turns cannot be made within 1,000 feet of a moving vehicle and they must be made in a safe manner.

Summit Building Parking is available on Summit Avenue or other side streets. Parking in the driveway is prohibited. Students may briefly park in the driveway to load/unload large or heavy objects, only after checking in with the receptionist.

Western Building There are approximately 25 off-street parking spaces available in the CVA parking lot by the Western Building. Additional parking can be found on side streets. No overnight parking is allowed in the CVA lot.

Dayton Building There are approximately 12 off-street parking spaces available at CVA parking lot by the Dayton Building, including a handicapped space that requires a handicap sticker or license plate. Additional parking can be found on Dayton Avenue. No overnight parking is allowed in the CVA lot.

Grotto Building Parking is available on Selby Avenue or on side streets.

Marquette Building Parking is available on Dayton and Western Avenues and in the CVA parking lots by the Western and Dayton buildings.

12



DISCLAIMER



All information contained in this catalog is subject to change at any time. It is intended to serve only as a general source of information about the College of Visual Arts and is in no way intended to state contractual terms. Accordingly, the college reserves the right to make any alterations, subtractions, and additions it judges to be necessary, or appropriate, from time to time.

COLLEGE *of* VISUAL ARTS

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