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If you are reading this catalog, you already have a passionate commitment to art. At Watkins College of Art, Design & Film, we understand that commitment. It is our goal to provide a stimulating, supportive and well-equipped environment for the education of artists, designers and filmmakers.

One philosophy prevails—Watkins is about the student.

As an institution, we are first and foremost a community dedicated to the support and success of our students. Toward that end, we combine intensive studio work with a liberal arts education, and we promote the cross-pollination of ideas. You will be encouraged to explore your creative powers in fields ranging from fine arts, photography and graphic design to film and interior design. You will interact on a day-to-day basis with award-winning faculty who are practicing professionals and scholars, and you will have access to numerous opportunities including visiting artists' lectures, focused workshops and exhibiting your work.

Offering four-year Bachelor of Fine Arts and Bachelor of Arts degrees, Watkins provides an environment that is truly diverse in its perspective and programming. From its student body—representing many states and countries—to an innovative curriculum and up-to-date equipment, the College fosters creative excellence. As a major cultural force in Nashville, Watkins also connects student talent to community needs, providing an avenue through which students solve real-world art and design issues.

This catalog describes our mission, educational programs, faculty, student life, facilities and academic policies. It will guide you as you develop your plans for the next four years, from foundational studies to studio work in your major and from internships to graduation and beyond.

It is a great time to be a student at Watkins, and Watkins is a great place for a student to be.

Ellen L. Meyer
Our Mission

Watkins College of Art, Design & Film offers a studio-based curriculum, supported by a strong academic foundation. The faculty and staff are committed to a learning-centered environment that challenges the student to engage the mind, train the eye, and cultivate talent and skill into an active realization of creative potential.

Commitment and Purpose
The College Mission represents a commitment by the entire Watkins academic community of students, faculty, and staff to join together in the pursuit of academic and artistic excellence through four objectives:

A Learning-Centered Environment
The focus of the institution is on educational outcomes. Based on ongoing assessment of student learning, the institution is dedicated to improving programs, curricula, and instruction.

Engage the Mind
Watkins students demonstrate critical, analytical thinking skills. The General Education program and the academic major programs combine to enable and enhance every student’s ability to think critically and analytically.

Train the Eye
Watkins students understand and are able to apply the basic fundamentals and principles of the visual arts. The Visual Arts Core component of the General Education program, the five BFA programs, and the BA in Art program combine to insure that every student demonstrates proficiency in basic visual arts concepts and applications.

Cultivate Talent and Skill into an Active Realization of Creative Potential
Students who graduate from Watkins are prepared to lead productive lives as artists, designers, photographers, or filmmakers.
About Watkins College of Art, Design & Film

Legacy
Founded in 1885 as Watkins Institute, Watkins College of Art, Design & Film today is an independent, not-for-profit, four-year undergraduate institution of higher education offering baccalaureate degrees and certificate programs in the visual arts. In addition to the undergraduate college, Watkins continues its century-old tradition of providing cultural and educational outreach programs to the middle Tennessee community. Although operating as a free standing institution, Watkins is held in trust by the State of Tennessee. It is governed by three Commissioners appointed by the Governor of Tennessee and by a Board of Trustees. The Governor and Attorney General of Tennessee are ex officio members of the Board of Trustees. As one of the oldest institutions of its kind in the Nation and having served more than 350,000 men, women, and children in its long history, Watkins is an historic Nashville treasure.

Academic Programs
All degree-seeking students at Watkins complete a core of required and elective courses in the General Education program. Consisting of a diverse series of courses in humanities, arts, and sciences, the General Education program insures that students develop skills as writers, speakers, and thinkers and gives them a broad understanding of the major cultural and intellectual traditions in world civilizations. In addition, the General Education program provides a series of fundamental courses in the visual arts designed to give students the foundation they need to pursue a major leading to the Bachelor of Fine Arts degree or to the Bachelor of Arts degree in Art. BFA degree-seeking students may elect to major in Film, Fine Art, Graphic Design, Interior Design, or Photography. For students entering Watkins already holding the bachelor’s degree and wishing to become professional filmmakers, a Certificate in Film is offered.

The Watkins Community
Students, faculty, and staff form a very special, friendly, and supportive community at Watkins, all dedicated to excellence in the visual arts. Open and free communication is encouraged. Members of the community respect each other and treat each other with kindness and dignity. Conflict is resolved in a direct, fair, and sensitive manner. Abusive and intimidating communication and behavior are not permitted. Freedom of expression and academic honesty are core values throughout the institution. Diversity is valued; differences in perspective, life style, and philosophy are respected. Watkins College of Art, Design & Film makes no distinction in its employment, contracting, or admissions policies or procedures, including the awarding of scholarships and other forms of financial assistance, on the basis of age, sex, religion, race, color, sexual orientation, national origin, or disability. Watkins welcomes students, faculty, and staff of all ages, ethnicities, and cultures. Students come from across the nation and from a small but growing number of international countries. Every effort is made to create for students a safe and secure learning and living environment.
Faculty and Facilities
Approximately sixty full-time and part-time faculty serve the four hundred students who form the Watkins community. Instructors have appropriate graduate credentials as a prerequisite for appointment to the faculty. In addition, those who teach studio courses have impressive backgrounds as professional artists, designers, or filmmakers. Visual arts foundation courses and the great majority of courses in each major are taught in very small classes in one of the institution’s thirty studios. Studios have state-of-the-art electronic, instructional, and creative equipment. In addition, the College has two galleries and other dedicated spaces for student exhibitions, a number of traditional classrooms, a 200-seat theatre for films and workshops, a student center, and specially-purposed computer labs.

Watkins Library
The library at Watkins College of Art, Design & Film is a place for inquiry and inspiration. The staff strives to maintain a facility that supports the curriculum of our creative institution while also supporting the life long learning needs of our community. These goals are met by providing quality reference services and instructional support, diverse educational materials, a dynamic collection of monographs, DVDs, graphic novels, artist books, an array of subscription databases, and more.

The library staff provides instructional support for both students and faculty and provides reference services upon request. Interlibrary loan services are available when a resource is not accessible within the library. The library is part of the Nashville Area Library Alliance, which allows users at any NALA library to have access to the catalogs of any of the other participating libraries.

The library is open Monday – Thursday 9am - 8pm, Friday 9am - 4pm, and Saturday 1pm - 5pm. The hours are subject to change in the summer and during breaks.

Additional information regarding library policies and other resources are available on the library website at www.watkins.edu/library

Campus Housing
Watkins operates on a thirteen-acre campus in a beautiful lakeside setting in the MetroCenter area of Nashville. In addition to its academic facilities, Watkins offers two forty-eight bed residence halls. The residence halls are organized in apartment fashion. Each of the four-bedroom, two-bath units provides many amenities including high-speed internet, complete kitchen and laundry facilities, and common living space equipped with fixtures for displaying artwork. For information on campus housing, please contact the Director of Student Life.

Financial Aid
Watkins strives to keep its tuition affordable. Currently, its tuition is among the lowest of any NASAD-accredited art and design college in the nation. Nevertheless, many students need financial aid to cover the costs of tuition, fees, and living expenses.
Watkins participates in many financial aid and scholarship programs so that the majority of students at the College receive some form of financial assistance. Watkins participates in a number of major Federal grant and loan programs. The College also participates in several state need-based and merit-based financial assistance programs, including the Tennessee Educational Lottery Scholarship Program. Finally, Watkins has its own campus-based scholarship, grant, and work-study programs. Prospective students interested in any of these assistance programs should contact the Director of Financial Aid at (615) 383-4848.

**Accreditations and Affiliations**

Watkins College of Art, Design & Film is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS-COC) to award the Bachelor of Fine Arts degree, the Associate of Fine Arts degree, the Bachelor of Arts degree, and the Certificate in Film. Information regarding SACS standards and concerning the accreditation status of the College may be obtained from the Commission on Colleges, Southern Association of Colleges and Schools, 1866 Southern Lane, Decatur Georgia 30033-4097; by telephone at (404) 679-4500; or online at http://www.sacscoc.org.

Watkins College of Art, Design & Film is an accredited institutional member of the National Association of Schools of Art and Design (NASAD). Information regarding NASAD standards may be obtained from the National Association of Schools of Art and Design, 11250 Roger Bacon Drive, Suite 21, Reston Virginia 20190-5248; by telephone at (703) 437-0700; or online at http://nasad.arts-accredit.org.

The Bachelor of Fine Arts degree in Interior Design is additionally accredited by the Council for Interior Design Accreditation (CIDA), formerly known as the Foundation for Interior Design Education Research (FIDER). Information regarding CIDA standards may be obtained from the Council for Interior Design Accreditation, 146 Monroe Center NW, Suite 13118, Grand Rapids Michigan, 49503; by telephone at (616) 458-0400; or online at http://www.accredit-id.org.

Watkins College of Art, Design & Film is a member of the Association of Independent Colleges of Art and Design (AICAD), 3957 22nd Street, San Francisco California 94114-3205, (415) 642-8595, http://www.aicad.org.


Watkins College of Art, Design & Film has been designated as a major cultural institution by local and state arts agencies and receives funding from the National Endowment for the Arts (NEA), the Tennessee Arts Commission (TAC), and the Metro Nashville Arts Commission (MNAC).

Watkins is authorized to offer undergraduate college degrees by the Tennessee Higher Education Commission (THEC). Held in trust by the State of Tennessee, Watkins is also the recipient of direct state funding through periodic acts of the General Assembly of Tennessee.
Watkins Commissioners
Brownlee O. Currey, Jr.
Walter G. Knestrick
Susan A. Basham

Chairman of the Board of Trustees
Samuel E. Stumpf, Jr.

Administrative Officers and Staff
Ellen Meyer, President
Joy McKenzie, Interim Dean of the Faculty
Mary Ellen Lothamer, Vice President for Finance and Operations (CFO)
Hilrie Brown, Vice President for Institutional Advancement

Linda Schwab, Director of Admissions
Samantha KW Brzozowski, Director of Student Life
Regina Gilbert, Director of Financial Aid
Tracie Johnson, Registrar
Vacant, Director of Community Education and Enrichment

Van Flesher, Chair, The Film School
Kristi Hargrove, Chair, Department of Fine Arts
Dan Brawner, Chair, Department of Graphic Design
Cheryl Gulley, Chair, Department of Interior Design
Robin Paris, Chair, Department of Photography
Cary Miller, Director of General Education and the Bachelor of Arts Degree Program
Lisa Williams, Library Director

Chris McQuistion, Director of Information Technology and Equipment Services
Dwayne Breeding, Business Office Manager

Martin Dillingham, Director of Facilities
Ken Nakamura, Front Desk Security and Day Manager
## Academic Calendar

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<td>December 6</td>
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<td>April 1 - 5</td>
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<td>April 19</td>
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<td>May 3</td>
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<td>May 11</td>
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<td>May 16 &amp; 17</td>
<td>100% Refund Period for Maymester Session Classes</td>
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<tr>
<td>May 18</td>
<td>Commencement</td>
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<tr>
<td>May 22</td>
<td>Last Day to Change Class Enrollment Type</td>
</tr>
<tr>
<td>May 23</td>
<td>Begin Withdrawal Period No Refunds</td>
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<tr>
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<td>May 29</td>
<td>Mid-Term Grades Due</td>
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<tr>
<td>May 30</td>
<td>Last Day to Withdraw</td>
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<td>May 30</td>
<td>Last Day to Request Incomplete</td>
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<tr>
<td>June 6</td>
<td>Classes End</td>
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<td>June 8</td>
<td>Maymester Move-out @ 2pm</td>
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<td>Date</td>
<td>Event</td>
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<tr>
<td>June 10 (Monday)</td>
<td>Classes Begin</td>
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<tr>
<td>June 10 - 14</td>
<td>Drop/Add Period</td>
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<td>June 10</td>
<td>Summer Late Registration Day</td>
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<td>June 10 - 11</td>
<td>100% Refund Period for Summer Session Classes</td>
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<td>Last Day to Change Class Enrollment Type</td>
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<td>Begin Withdrawal Period</td>
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<td>June 17</td>
<td>Census Day</td>
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<tr>
<td>July 1</td>
<td>Last Day to Apply for Summer 2013 Graduation</td>
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<td>July 1 – 5</td>
<td>Mid-Term Evaluation Week</td>
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<td>No Classes, Independence Day</td>
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<tr>
<td>July 8</td>
<td>Mid-Term Grades Due</td>
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<td>July 22</td>
<td>Last Day to Withdraw</td>
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<td>July 29</td>
<td>Last Day to Request Incomplete</td>
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<tr>
<td>August 1 (Thursday)</td>
<td>Classes End</td>
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<tr>
<td>August 3</td>
<td>Summer Session Move-Out @ 2pm</td>
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<tr>
<td>August 5</td>
<td>Final Grades Due</td>
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</table>
The Film School

Mission
Students of the Film School will specialize in one of the five concentrated areas of filmmaking, while developing competency in the entire filmmaking process, which includes story structure, cinematic language, production, and film business. Graduates will possess a general understanding of film and will have created a body of work that demonstrates that they are prepared to enter a career in filmmaking.

The Program
The Film School, distinguishable by its film curriculum, explores the artistic, technical, and business aspects of independent filmmaking. With a focus on dramatic narrative film, Watkins helps students find their personal voice and style and helps them incorporate these factors into their narrative work.

All film students take film courses their first year of study and begin production within their second year, depending on their program of study. Production courses are small, allowing for faculty mentoring and advising and for close collaboration with colleagues.

The Film School offers the Bachelor of Fine Arts Degree (BFA) in Film with concentrations in Producing, Directing, Screenwriting, Cinematography, and Editing. In addition to the film curriculum, students are required to complete a Visual Arts Core of studies and a General Education Core, which are designed to create a program for a well-rounded filmmaker and visual artist.

Students can declare a concentration at any time after completing their freshman year. All students must declare a concentration by the middle of their junior year or when they have earned 75 credit hours, whichever comes first.

The Certificate program exists for those who already hold a bachelor's degree or have substantial professional experience in the media arts. Certificate students are required to take a film foundation, and then may choose electives in the areas of Producing, Screenwriting, Directing, Cinematography, and Editing. Those applicants lacking an undergraduate degree must have approval from the Chair of the Film School to be admitted into the Certificate Program.

Laptop Requirement
As of Fall 2012, Watkins will require Film students enrolled in FLM112.01, Tech I, and all production classes taken subsequent to Tech I, to provide their own laptop computers. At this time, the minimum requirements for those laptops are very simple. The laptop must be an Apple Macbook Pro (not a Macbook or Macbook Air) with 2 GB of RAM or more (more is always better). Some software will be provided by the College. Some software will have to be provided by the students for varying reasons, including compliance with the software manufacturer's license terms.
Faculty
Robert Gordon (2009) – Associate Professor – BA Theater Arts (1962) University of California at Los Angeles
Sam Dalton (2012), Visiting Faculty

The Watkins College of Art, Design & Film has attracted notable professionals to teach and guest lecture. Special guests have included producer Frank Capra, Jr., producer Wallis Nicita, director/screenwriter Joan Tewkesbury, Academy Award-winning actress Talia Shire, director Richard Colla, Academy Award-winning director Delbert Mann, Golden Globe winner Chris Zarpas, actor James Cromwell, and actor Patrick Bergin.
## Curriculum
Bachelor of Fine Arts in Film  
120 Credit Hours

### Visual Arts Core Requirements  
12 Credit Hours

<table>
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<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ART 161</td>
<td>2-D Design / Color Fundamentals</td>
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<tr>
<td>ART 162</td>
<td>Drawing I</td>
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<tr>
<td>ART 163</td>
<td>3-D Design</td>
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<tr>
<td>ART 164</td>
<td>4-D Design (Time Based Media)</td>
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### Visual Arts Elective Explorations  
6 Credit Hours

1 Visual Art Electives 6

### Film Foundation  
48 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>FLM 103</td>
<td>Elements of Film Art</td>
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<tr>
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<td>Tech I</td>
<td>3</td>
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<td>FLM 201</td>
<td>The Early Development of Cinema</td>
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<tr>
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<td>Modern International Cinema</td>
<td>3</td>
</tr>
<tr>
<td>FLM 204</td>
<td>Introduction to Screenwriting</td>
<td>3</td>
</tr>
<tr>
<td>FLM 210</td>
<td>Film Production I</td>
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<tr>
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<td>Film Production II</td>
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<tr>
<td>FLM 221</td>
<td>Motion Picture Camera</td>
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<td>Directing Workshop</td>
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<td>FLM 291</td>
<td>Introduction to Editing</td>
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<td>Film Sound I</td>
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<td>FLM 301</td>
<td>Production Fundamentals</td>
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<td>FLM 310</td>
<td>Film Production III</td>
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<td>FLM 432</td>
<td>Writing the Short Screenplay</td>
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<tr>
<td>FLM 451</td>
<td>Film Industry, Business &amp; Finance</td>
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### General Education Core Requirements  
30 Credit Hours

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<td>Anthropology</td>
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<td>ART 101</td>
<td>Art History Survey I</td>
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<td>ART 102</td>
<td>Art History Survey II</td>
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<tr>
<td>COM 220</td>
<td>Fundamentals of Speech Communication</td>
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<td>ENG 101</td>
<td>English Composition I</td>
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<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
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<tr>
<td>HIS 101</td>
<td>History of World Civilization I</td>
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</tr>
<tr>
<td>HIS 102</td>
<td>History of World Civilization II</td>
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<tr>
<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
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<tr>
<td>SCI 3XX</td>
<td>Science Series (select one)</td>
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</tbody>
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1 Visual Arts Elective Exploration classes can be any lecture or studio class offered within The Film School or any other department, as long as its focus remains in the Visual Arts.
(BFA in Film Curriculum, continued)

**General Education Elective Explorations** 9 Credit Hours

2 General Education Electives 9

**Film Concentration (choose one)** 15 Credit Hours

### Cinematography
- **FLM 371** Advanced Cinematography 3
- **FLM 410** Film Production IV-A 3
- **FLM 412** Film Production IV-B 3
- Electives 6

### Directing
- **FLM 262** Acting for Directors 3
- **FLM 362** Advanced Directing 3
- **FLM 411** Film Production IV-A 3
- **FLM 412** Film Production IV-B 3
- Electives 3

### Editing
- **FLM 392** Film Sound II 3
- **FLM 391** Intermediate Editing 3
- **FLM 490** Advanced Editing 3
- Electives 6

### Producing
- **FLM 411** Film Production IV-A 3
- **FLM 412** Film Production IV-B 3
- Electives 9

### Screenwriting
- **FLM 330** Advanced Screenwriting 3
- **FLM 431** Screenwriting Workshop 3
- Electives 9

**Total Hours** 120 Credit Hours

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2 General Education Elective Exploration classes can be any lecture class offered in the General Education curriculum or any Film School Special Topics class.


**Plan of Study** *
Bachelor of Fine Arts in Film

**First Year**
ART 101 Art History Survey I  
ART 102 Art History Survey II  
ENG 101 English Composition  
ENG 102 English Composition II  
ART 161 2-D Design / Color Fundamentals  
FLM 204 Introduction to Screenwriting  
ART 162 Drawing I  
ART 163 3-D Design  
FLM 103 Elements of Film Art  
FLM 112 Tech I  
(15 Credit Hours)

**Second Year**
FLM 291 Introduction to Editing  
FLM 292 Film Sound I  
FLM 201 The Early Development of Cinema  
FLM 202 Modern International Cinema  
ART 164 4-D Design  
FLM 211 Production II  
FLM 210 Film Production I  
COM 220 Fundamentals Speech Comm  
FLM 221 Motion Picture Camera  
FLM 299 Portfolio Review  
(15 Credit Hours)

**Third Year**
HIS 101 History of World Civilization I  
Visual Arts Elective  
FLM 301 Production Fundamentals  
FLM 310 Film Production III  
General Education Elective  
HIS 102 History of World Civilization II  
FLM 432 Writing the Short Screenplay  
MAT 101 Mathematics for Visual Arts  
Visual Arts Elective  
(15 Credit Hours)

**Fourth Year**
General Education Elective  
General Education Elective  
SCI 310 History of Scientific Thought  
ANT 101 Anthropology  
FLM 451 Film Industry, Business, & Finance  
Concentration/Film Elective  
Concentration/Film Elective  
Concentration/Film Elective  
Concentration/Film Elective  
(15 Credit Hours)

(Visual arts or General Education and some Film elective courses may be taken over the summer.)

* Although this Plan of Study describes a 4-year completion schedule, full-time students who work while attending the institution, or who for various reasons cannot manage a 15-credit-hours-per-semester workload may alternatively plan to complete the degree program in 4-1/2 or 5 years. A majority of Watkins students have historically made the decision to complete their Plan of Study in 5 years. Since Watkins charges tuition by the credit hour rather than by the semester, the total cost of tuition remains the same regardless of whether the student completes the BFA in 4, 4-1/2, or 5 years.
### Curriculum
Film Certificate Program  
45 credit hours

#### Film Foundation (required for all certificates)  
30 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>FLM 103</td>
<td>Elements of Film Art</td>
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<td>Tech I</td>
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<td>Introduction to Screenwriting</td>
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<td>Introduction to Editing</td>
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<tr>
<td>FLM 292</td>
<td>Film Sound I</td>
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#### Film Electives  
15 Credit Hours

#### Total Hours  
45 Credit Hours

### Plan of Study
Film Certificate Program

#### First Year
- FLM 103 Elements of Film Art  
- FLM 202 Modern International Cinema  
- FLM 112 Tech I  
- FLM 210 Film Production I  
- FLM 201 The Early Development of Cinema  
- FLM 204 Introduction to Screenwriting  
- FLM 291 Introduction to Editing  
- FLM 292 Film Sound I  
- (15 Credit Hours)

#### Second Year
- FLM 211 Film Production II  
- FLM 261 Directing Workshop  
- Film Elective  
- Film Elective  
- Film Elective  
- (15 Credit Hours)
**Film Course Descriptions**
(Prerequisites are shown in parentheses and may vary for Certificate students. Please note where classes should be taken concurrently.)

**FLM 103**  
*Elements of Film Art*  
*Lecture, 3 Credit Hours*  
An overview of the narrative filmmaking process comprised of lecture sessions exploring the different crafts, simple techniques, and tools of filmmaking. This course prepares the student for the collaborative filmmaking process and Production I.

**FLM 112**  
*Tech I*  
*Studio, 3 Credit Hours*  
A hands-on introduction to grip, lighting, video camera operation, sound, and editing. Students are introduced to the team approach to filmmaking, a key element of the film production process. Students are required to build a complete grip ditty bag and have a pair of professional headphones. (Approximately $500 for all materials and books.)

**FLM 201**  
*The Early Development of Cinema*  
*Lecture, 3 Credit Hours*  
An historical survey of American and international film and film industries, covering such areas as development of technique, film styles and genres, national cinemas, major directors and film theory from the invention of the motion picture through the early 1940s.

**FLM 202**  
*Modern International Cinema*  
*Lecture, 3 Credit Hours*  
A study of American and international cinema from the early 1940s through the present day.

**FLM 204**  
*Introduction to Screenwriting*  
*Studio, 3 Credit Hours*  
The basics of story structure, character development, dialogue, plot development, and format. Emphasis is on the conflict-driven narrative story. Students write short scripts in preparation for Film Production courses.  
(ENG 101, FLM 103)
FLM 210  
*Film Production I*  
Studio, 3 Credit Hours  
A hands-on introduction to narrative filmmaking. Students write and prepare to direct and edit projects using the basics of film language and the collaborative art of filmmaking.  
(FLM 103, 112)

FLM 211  
*Film Production II*  
Studio, 3 Credit Hours  
Students apply the basics of the filmmaking process by producing and directing their own narrative script. By collaborating with other film students to create a production team, they will take their story concepts from script to a final sync-sound, edited digital project.  
(FLM 210, 221, 291; 299 co-requisite)

FLM 221  
*Motion Picture Camera*  
Studio, 3 Credit Hours  
Explores the creative and technical role of the cinematographer from pre-production to post production. Basics principles of cinematography are examined including filtration, balancing light and color, lens selection, and metering techniques. Students apply these principles in class exercises, and screen and study relevant feature films.  
(FLM 112)

FLM 250  
*Production Design*  
Studio, 3 Credit Hours  
This course focuses on the production designer's function on motion picture, beginning with the relationship between the designer, director, cinematographer, and producer. Students learn basic design techniques and practice designing sets that successfully interpret a director's cinematic vision.

FLM 261  
*Directing Workshop*  
Studio, 3 Credit Hours  
An introductory course designed to provide an understanding and hands-on experience in the most commonly used directing languages: the fluid master and shot-by-shot technique. Students will be required to prep scenes and rotate through crew positions. Students will also study basic leadership models and cultivate an appreciation for the importance of teamwork.  
(FLM 103, 112)
FLM 262
Acting for Directors
Studio, 3 Credit Hours
By learning how and why actors do what they do, directors can better communicate their vision. Students study basic acting technique and work through a series of exercises that culminate in the performance of scenes and monologues. This course focuses on understanding truthfulness in performance as well as the steps to creating believable characterizations. Students improve their imagination, increase their instincts for honest interaction, and develop a useful vocabulary for communicating with actors.

FLM 2XX-Series
Special Topics in Film
Lecture, 3 Credit Hours
Courses that explore specific areas of filmmaking that may serve as electives for all film concentrations.
(prerequisites may vary)

FLM 263
The Horror Film
From its undead, Old World roots in ancient European folklore and 19th century high culture, to its high Modernist transmigration to the pre-Noir Hollywood of the 1930s; from the atomic mutations of the 1950s to the suburban zombies and Manson Family-esque blood feasts of the 1960s and 1970s; from 80s super-splatter to 21st-century super-remake -- from Hell to Eternity!

FLM 270
Story Structure in Film Noir
An examination of the unique nature of the film noir protagonist and the distinctive story content of the films of this critical period.

FLM 271
Alfred Hitchcock: A Life in Film
This course examines Hitchcock’s career, from his early work in Britain through his evolution as one of the most successful Hollywood directors of all time.

FLM 272
Adaptations and Interpretations
This course seeks to establish in the student’s understanding the important relationship between the literary analogues and their cinematic offspring. Through study of scripts, foreign language films, plays, short fiction, novels, biography, reporting, and humor writing, students will discern several principles governing the acts of adaptation and remake.
FLM 273

Hollywood Genres
An overview of Hollywood genres, their significance in the history of cinema, and how the emergence of different genres reflected the ever-changing social and political climate of American society.

FLM 276

Issues in Documentary
An overview of the history of documentary film from its origins to present day. It will examine various documentary styles, social and political issues, the significance of the documentary in filmmaking and to our culture, and the subsequent influences documentary style has had on other forms of entertainment.

FLM 281

The World of Doc and Edutainment
The world of documentary/edutainment style programming and the networks on which they air is considerably different from the world of narrative filmmaking. Do you want to work for or with The Discovery Channel, National Geographic, The Travel Channel, or The History Channel? With documentary-style programming, you must be not only a good filmmaker/writer/videographer, but also a great journalist as well....constantly digging for information about what makes your subject tick. This class concentrates on the documentary/edutainment process from concept to completion, including producing a short-form doc/edutainment program during class.

FLM 284

New German Cinema of the 1970s
While the New Hollywood directors like Scorsese and Coppola were brutally reinventing old Hollywood genres, the New German Cinema of the 1970s was reconsidering both the glories of German film culture's Expressionist past, and the political compromises that had left it, by the 1960s, in a state of complete disarray. Rainer Werner Fassbinder, Werner Herzog, Wim Wenders -- these are some of the names. Sex, madness, subversion, Sirk-ian melodrama, and armed revolution -- these are some of the games. Kings of the Road, Even Dwarves Started Small, Fox and his Friends, Ali: Fear Eats the Soul -- these are but a few of the films that revitalized German cinema in the 1970s, and forever changed the rules of film culture for the rest of world.

FLM284A

Science Fiction
From million-eyed beasts to love-haunted homo sapiens, time-unraveling cosmonauts and aliens fallen to Earth; from UFO abductions and voyages into deepest inner space to dystopian action epics and ever-regenerating epitaphs for an annihilated humankind – the Science Fiction film travels at light speed across the entire history of cinema. This course will study the evolutions and permutations of classic and rare examples of the Science Fiction film from around the world.
FLM 285
**American Independent Cinema**
The course will examine the term Independent Cinema from a perspective of history, artistry, economy and narrative content. Low budget vs. high art will be discussed, as well as the influence of European Art House Cinema upon American Independent filmmakers. Cinema from the time frame of the 1960s to present day will be covered. Film as a tool of expression for political and social change will be studied, as well as strategies by independent filmmakers for changing the aesthetic, content and moral center of the Hollywood genre.

FLM 286
**Introduction to French Film**
A historical survey of French film: key movements (Surrealism, Poetic Realism, New Wave, Cinéma du look), filmmakers, and stars. Both short and feature length films will be considered. How can you make a difference if you’re a director/screenwriter/actor/artist interested in social, political, ethnic, class, and gender issues?

FLM 286A
**French and Francophone Film**
With the French language as a guide, this course samples films from France, Africa, the Pacific Rim, the Caribbean, Canada, and other Francophone (French-speaking) places in the world. Although not necessary, the Introduction to French Film course serves as a broad overview of the variety of French film throughout film history. This course builds on the historical significance of French film as a national cinema and expands to consider contemporary post-(neo-) colonial situations and cinema. We will watch a film each course and discuss it in terms of the collective viewing experience and in the context of the readings due for the day. By looking at films from around the world, you will open your creative eye to new perspectives.

FLM 286A
**Sexuality and French Cinema**
Long heralded as arty, sexy and intellectual, French films have a certain mystique for American audiences. In this course, we will look at films from the beginning of film history through contemporary times. With a focus on the human body onscreen, we will consider all types of sexuality and note the changes in portraying it during different decades. We will spend extra time with the films of Brigitte Bardot, France’s best known sex symbol, considering aspects of both femininity and masculinity in those films. The last segment of the course explores how contemporary filmmakers are more free to include homosexual, bisexual, and queer characters and themes.

FLM 287
**French New Wave**
This course provides an understanding of the French New Wave movement (1959-1964…or 1968 [depends on critical definitions]). We’ll also discuss how the French New Wave has impacted global cinematic practices, and trace connections to
contemporary French (and Francophone) filmmakers who have been influenced by New Wave greats such as Godard, Truffaut, Rivette, Chabrol, Rohmer, Varda.

**FLM 288**  
**History of TV Drama**  
Students will investigate a view of American life in the 20th Century by viewing and discussing the wide range of drama which began on television in the early 1950s with "live" 90 minute original dramas by writers such as Rod Serling (*Patterns, Requiem for a Heavyweight*) and Paddy Chayevsky (*Marty, A Catered Affair*). From these anthologies, students will either revisit or be introduced to seminally popular one hour series such as *The Waltons* and *Family* to ground-breaking franchise ranging from *Hill Street Blues* to *The Wire*, from *Marcus Welby, MD* to *ER*, and from *Law & Order* to *The Sopranos* and beyond.

**FLM 289**  
**Women And Film**  
This course will use feminist and gender studies criticism to explore representations of women in cinema and the roles women play in film industry production. The course will examine how depictions of female gender fluctuate with social movements, historical periods and popular culture trends. The feminist movement, avant-guard and independent cinema, and film criticism will be investigated. Changes in social attitudes toward race, class and gender, as exemplified by particular films, will be emphasized.

**FLM 291**  
**Introduction to Editing**  
*Studio, 3 Credit Hours*  
An overview of the complete post-production process and an introduction to the principles of editing conventions, techniques, and aesthetics. Hands-on editing and additional exercises are designed to provide the opportunity for the student to master the practical, organizational, and analytical skills of editing.  
(FLM 103, 112)

**FLM 292**  
**Film Sound I**  
*Studio, 3 Credit Hours*  
An introduction to audio workflow for film and video. Students gain proficiency in basic audio theory, as well as proper location audio techniques such as booming, lavaliere microphones, proper use of field recorders, and troubleshooting audio problems. In addition, students learn basic stereo film mixing techniques, signal flow, spectral and dynamic processing, and automation using *Pro Tools* audio software. Students are required to record sound on two upper-division productions as well as complete a stereo mix for one project of their choosing. Students are also required to have a set of professional headphones ($100+) as well as a FireWire 800 hard drive.  
(FLM 112)
FLM 299
*Portfolio Review*

*Does Not Earn Academic Credit*

Student work in FLM 210 and 211 will be reviewed by the Film Faculty. Students will not be allowed to register for upper level Film School courses until they pass this review. Students must take this course concurrently with FLM 211.

FLM 301
*Production Fundamentals*

*Studio, 3 Credit Hours*

A study of the creative, organizational and managerial aspects of producing a feature film. A step-by-step analysis of each stage of production is provided, including concept development, formulation of production plan, script breakdown, production boarding, budgeting, assembling cast, crew, locations and facilities, and post production. (FLM 210)

FLM 310
*Film Production III*

*Studio, 6 Credit Hours*

A study of the principles and practices of making a sync-sound 16mm film through the collaborative process of utilizing production teams. Students begin working in their specialization. (FLM 211, 301, 332)

FLM 330
*Advanced Screenwriting*

*Studio, 3 Credit Hours*

Students continue their study of story by concentrating on the feature-length film script. This course takes a more detailed, in-depth approach to dramatic storytelling that involves a study of Campbellian myth and Jungian psychology. Includes a lab. (FLM 204)

FLM 332
*Writing The Short Screenplay*

*Studio, 3 Credit Hours*

A workshop class designed for students who anticipate enrolling in either Film Production III or Film Production IV within one year. This class is designed as a working writers “group”, with the goal of the semester being the rewriting, polishing, and final preparation of two scripts appropriate for Film Production III and two scripts appropriate for Film Production IV. (FLM 204)

FLM 362
*Advanced Directing*

*Studio, 3 Credit Hours*

This course focuses on two main areas: directing the actor and cultivating a unique voice. Through scene work, students refine their skills in casting, characterization, script
analysis, communication with actors, exploration of the rehearsal process, scene pacing and working in different genres. In addition, students embark upon a detailed study of a mentor director, and research and present the varied elements that comprise that individual’s style.

(FLM 211, 261)

FLM 364
Storyboard Design
Studio, 3 Credit Hours
Students learn the various types of storyboards from concept boards to film production sketches. By learning to storyboard shot sequences and camera movement, students learn to communicate their directorial vision.

(ART 162 or advisor’s approval)

FLM 371
Advanced Cinematography
Studio, 3 Credit Hours
An in-depth study of the capturing of a specific look, style or mood for a dramatic narrative script. Students solve both technical and creative problems as they shoot dramatic scenes and explore various film stocks, processing procedures, and advanced video techniques.

(FLM 221)

FLM 391
Intermediate Editing
Studio, 3 Credit Hours
The second of three courses in motion picture editing. Provides further discussion and practice in the craft of editing and the role of the editor in the filmmaking process. The class will include at least four diverse editing projects. Provides extensive practice in editorial techniques, using mostly the Avid editing system. Closely examines the art of sound effects and music editing as it occurs in the picture’s cutting room, the sound designer’s studio, and the music editing facility. Looks at preparation for turnover to MX & FX, working with the composer and his editor, and assisting the director in supervision the final mix. In addition, there will be time given to an examination of the basic tools of After Effects, titling (as it is done both inside and outside the cutting room), and film finishing. Finally, there will be practice in “group editing”, that is, two or three editors assigned to a single project.

(FLM 291)

FLM 392
Film Sound II
Studio, 3 Credit Hours
An advanced class in audio postproduction for film. Students work in a post-production recording studio learning Foley, dialogue replacement, advanced signal processing, advanced microphone techniques, and 5.1 surround sound mixing techniques using Pro Tools audio software. Students also work in teams to complete a final surround audio
mix on completed upper-division productions.  
(FLM292)

**FLM 411**  
*Film Production IV-A*  
*Studio, 3 Credit Hours*  
Students work on a production team in their area of concentration to create a short 16mm or digital film, maximum length fifteen minutes. This project is a senior final thesis project and should demonstrate expertise in their chosen area of concentration.  
(FLM 310, Advisor approval).

**FLM 412**  
*Film Production IV-B*  
*Studio, 3 Credit Hours*  
Students complete principal photography, pick-ups, and all post-production, including rights and clearances, for their senior final thesis film. Students work on a production team in their area of concentration to create a short 16mm or digital film, maximum length fifteen minutes.  
(FLM 411, Advisor approval).

**FLM 420**  
*Internship I*  
*1.5 Credit Hours*  
Students apprentice with a professional filmmaker in their area of concentration. May not always be available in every concentration every semester.  
(Advisor approval)

**FLM 421**  
*Internship II*  
*1.5 Credit Hours*  
Continuation of Internship I.  
(Advisor approval)

**FLM 423**  
*Advanced Internship*  
*1.5 Credit Hours*  
Continuation of Internship I & II.  
(Advisor approval)

**FLM 430**  
*Writing For Television*  
*Studio, 3 Credit Hours*  
The special requirements and needs of television as a medium are explored, including formatting, style, and business practices. Students study both episodic television and long-form TV (movie-of-week).  
(FLM 204)
FLM 431
*Screenwriting Workshop*
*Studio, 3 Credit Hours*
In the culmination of screenwriting study, students write, read, critique, and revise scripts for features, television, and short films.
(FLM 330)

FLM 451
*Film Industry, Business, and Finance*
*Lecture, 3 Credit Hours*
A thorough overview of the film industry covering finance, production, distribution, exhibition for Hollywood, independent, and international filmmaking. Particular emphasis is placed on the American independent feature film. Students will also focus on development of a professional resume, reel, and other tools of professional practice.

FLM 490
*Advanced Editing*
*Studio, 3 Credit Hours*
Students learn to cut on an *Avid* digital editing system. Editing students take an upper level short narrative project (from FLM 310 or 410) from a rough cut to a fine cut, prepped for sound editing.
(Instructor consent)

FLM 491
*Final Edit*
*Studio, 3 Credit Hours*
In the culmination of editing study, students take an upper level short narrative project (from FLM 310 or 410) from a rough cut to a fine cut, prepped for sound editing.
(Instructor consent)
Mission
The Department of Fine Art is a studio-based program committed to developing foundation skills, the use of formal language, introduction to a range of media including new technologies, and the practice of historical and critical thinking. The BFA degree is designed to provide students with the skills necessary to practice their art, continue their studies, pursue the MFA degree, or apply their creative skills and experience to posts with institutions such as museums, galleries, and arts organizations.

The Program
The Department of Fine Art at Watkins meets the demands of teaching contemporary art by employing professional, practicing artists to share their knowledge of the disciplines of drawing, painting, sculpture, printmaking, clay, and time based media. An open exchange with the College’s five other departments fosters an interdisciplinary approach reflecting the diversity of current artistic and technical practices. After the establishment of a broad foundational base, students begin to choose specific areas of concentration, building toward a professional portfolio and senior thesis exhibition. The Department’s educational opportunities are extended by the College’s contacts with other visual arts institutions, visual art professionals, and scholars. Students come into direct, “real-world” contact with a wide range of professional practices, critical approaches, and attitudes. For example, students must pass two scheduled portfolio reviews before a panel of faculty and art professionals from the Nashville community before being awarded a degree. An active studio practice, one that is committed to the exhibition of informed and compelling work and the cultivation of professional, critical dialogue, is central to the success of both our faculty and our students.

Faculty
**Curriculum**

Bachelor of Fine Arts in Fine Art 120 Credit Hours

**Visual Arts Core Requirements** 12 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ART 161</td>
<td>2-D Design / Color Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ART 162</td>
<td>Drawing I</td>
<td>3</td>
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<tr>
<td>ART 163</td>
<td>3-D Design</td>
<td>3</td>
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<tr>
<td>ART 164</td>
<td>4-D Design (Time Based Media)</td>
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**Visual Arts Elective Explorations** 12 Credit Hours

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<td>PHO 121</td>
<td>Photography I</td>
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<td>Studio Electives</td>
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**Fine Art Major** 57 Credit Hours

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<td>ART 200</td>
<td>Portfolio Review</td>
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<td>ART 201</td>
<td>Figure Study I</td>
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<td>ART 221</td>
<td>Modern Art History (1800–1945)</td>
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<td>ART 222x</td>
<td>Art History Special Topic Series</td>
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<td>ART 231</td>
<td>Sculpture I</td>
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<td>ART 241</td>
<td>Painting I</td>
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<td>ART 251</td>
<td>Clay I</td>
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<td>ART 261</td>
<td>Printmaking I</td>
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<td>ART 264</td>
<td>Time Based Media II</td>
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<td>ART 321</td>
<td>Contemporary Art History</td>
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<td>ART 371</td>
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<td>ART 471</td>
<td>Seminar II</td>
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<td>PHO 251</td>
<td>Digital Imaging I</td>
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<td>Fine Art Electives (lecture or studio)</td>
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**General Education Core Requirements** 30 Credit Hours

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<td>Anthropology</td>
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<td>ART 101</td>
<td>Art History Survey I</td>
<td>3</td>
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<tr>
<td>ART 102</td>
<td>Art History Survey II</td>
<td>3</td>
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<tr>
<td>COM 220</td>
<td>Fundamentals of Speech Communication</td>
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<tr>
<td>ENG 101</td>
<td>English Composition I</td>
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<tr>
<td>ENG 102</td>
<td>English Composition II</td>
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<tr>
<td>HIS 101</td>
<td>History of World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>HIS 102</td>
<td>History of World Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
<td>3</td>
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<tr>
<td>SCI 3xx</td>
<td>Science Series (select one)</td>
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**General Education Elective Explorations** 9 Credit Hours

General Electives 9

**Total Hours** 120 Credit Hours
Plan of Study *
Bachelor of Fine Arts in Fine Art

First Year
ART 101 Art History Survey I
ART 162 Drawing I
ART 161 2-D Design / Color Fundamentals
ENG 101 English Composition I
General Education Core or Elective
(15 Credit Hours)

ART 102 Art History Survey II
ART 165 Drawing II
ART 163 3-D Design
ENG 102 English Composition II
General Education Core or Elective
(15 Credit Hours)

Second Year
ART 164 4-D Design
ART 201 Figure Study I
ART 221 Modern Art History
Select One:
  ART 241 Painting I
  ART 251 Clay I
  ART 261 Printmaking I
General Education Core or Elective
(15 Credit Hours)

ART 231 Sculpture I
ART 264 Time Based Media II
Select One:
  PHO 121 Photography I
  PHO 251 Digital Imaging I
Visual Arts Elective
General Education Core or Elective
ART 200 Portfolio Review
(15 Credit Hours)

Third Year
Select One:
  ART 241 Painting I
  ART 251 Clay I
  ART 261 Printmaking I
ART 2XX Art History Special Topic
Visual Arts Elective
Visual Arts Elective
General Education Core or Elective
(15 Credit Hours)

ART 371 Seminar I
ART 321 Contemporary Art History
Select One:
  PHO 251 Digital Imaging I
  ART 261 Printmaking I
Visual Arts Elective
General Education Core or Elective
(15 Credit Hours)

Fourth Year
ART 471 Seminar II
Visual Arts Elective
Visual Arts Elective
General Education Core or Elective
General Education Core or Elective
(15 Credit Hours)

ART 490 Senior Thesis Exhibition
Visual Arts Elective
Visual Arts Elective
General Education Core or Elective
(15 Credit Hours)

*Although this Plan of Study describes a 4-year completion schedule, full-time students who work while attending the institution, or who for various reasons cannot manage a 15-credit-hours-per-semester workload may alternatively plan to complete the degree program in 4-1/2 or 5 years. A majority of Watkins students have historically made the decision to complete their Plan of Study in 5 years. Since Watkins charges tuition by the credit hour rather than by the semester, the total cost of tuition remains the same regardless of whether the student completes the BFA in 4, 4-1/2, or 5 years.
**Fine Art Course Descriptions**
(Prerequisites are shown in parentheses.)

**ART 101**  
*Art History Survey I*  
*Lecture, 3 Credit Hours*  
An analysis of art, archeology and history in the Pre-historic, Ancient World, Middle Ages, into the Early Renaissance. The focus is on art, architecture and relevant cultural context in the development of Western Art using contemporary methods and theories. Some non-Western history and themes will be included for context.

**ART 102**  
*Art History Survey II*  
*Lecture, 3 Credit Hours*  
This survey of art begins in the High Renaissance and continues through the 1990s, focusing on European and American Art. Using current methods and theories in art history, specific artworks, artists and styles are discussed stressing the social, political, philosophic and individual influences.

**ART 161**  
*2-D Design / Color Fundamentals*  
*Studio, 3 Credit Hours*  
This course is an introduction to the manipulation of the 2-D elements (i.e. line, shape, form, space, color, value, and texture) and principles (i.e. unity, variety, balance, emphasis, rhythm, proportion, and economy), with an introduction to color theory. Processes that lead to distinct, two-dimensional graphic forms will be linked to content-based projects. The written and spoken use of the language of design and color will be developed through formal analysis.

**ART 162**  
*Drawing I*  
*Studio, 3 Credit Hours*  
This is an introductory drawing course that emphasizes observational drawing through the exploration of traditional drawing techniques and materials. The primary processes of contour, gesture, perspective, and value drawing will be covered. In addition, the ideas of composition, line quality, form/space construction, and use of critical analysis will be introduced and practiced.

**ART 163**  
*3-D Design*  
*Studio, 3 Credit Hours*  
This course is an introduction to three-dimensional design concepts, materials, tools, and processes. The assigned projects will explore line, plane, volume, surface, and spatial organization in three-dimensional works. Forces, such as gravity, that affect balance, gesture, and weight will be investigated. In addition to the formal concerns of 3-D design, consideration of the social, cultural, and aesthetic contexts of work will be explored. The
use of terms and language commonly used to describe three-dimensional works of art will be introduced and used to discuss and evaluate work.

**ART 164**  
**4-D Design (Time Based Media)**  
*Studio, 3 Credit Hours*  
This course is a continuation of the fundamental design sequence with a primary emphasis on the element of time. Content areas will include the design principles of composition, duration, tempo, progression, and interactivity. Through a series of exercises and projects a variety of media and processes will be introduced including video, sound, sequential imaging, installation, and performance. The use of terms and language commonly used to describe time-based works will be introduced and used to discuss and evaluate work.

**ART 165**  
**Drawing II**  
*Studio, 3 Credit Hours*  
This is an intermediate level drawing course that advances the perceptual and technical drawing skills developed in Drawing I. In addition to the concerns of observational recording, drawing will be presented more broadly to include conceptual, narrative, personal and collaborative components. Building processes that lead to more refined or complex drawings and the introduction of contemporary concerns and approaches will be explored.  
(ART 162)

**ART 200**  
**Portfolio Review**  
*Does Not Earn Academic Credit*  
The Portfolio Review will consist of work from foundations courses (ART 161, ART 162, ART 163, ART 164), work from one of the following studio courses (ART 231, ART 241, ART 251, ART 261, ART 165), and writing samples. This work will be reviewed by the Fine Art faculty and students must pass this review to register for upper level Fine Art courses. If a student does not pass the Portfolio Review, he/she will be required to repeat ART 165 and/or a 200 level class. Students will enroll in ART 200 at the same time that they enroll for their last two prerequisites.

**ART 201**  
**Figure Study I**  
*Studio, 3 Credit Hours*  
Through observational drawing this course explores the various historical methods used to describe the rhythms and structures of the human figure. The primary modes are: gesture, sighting and measuring, planar analysis, contour drawing, anatomical analysis, and both optical and planar use of value. There will also be an introduction to the narrative employment of the human figure.  
(ART162)
ART 211
Drawing III
Studio, 3 Credit Hours
This is an advanced level drawing course that expands processes, including research, that lead to a more refined and complex drawing practice. Contemporary concerns and approaches are clarified and their processes, form, craft, and content are refined. (ART165)

ART 221
Modern Art History (1800 – 1945)
Lecture, 3 Credit Hours
A study of primarily Western art from c.1900 with an emphasis on art after 1945, including images and ideas in painting, sculpture, photography, film, and design. Emphasis is placed on understanding and interpreting works within a cultural context: exploring technological, scientific, social, political, and individual influences. (ART 102)

ART 222 - Series
Art History Special Topics
Lecture, 3 Credit Hours
A lecture course covering specific areas of art history, allowing the exploration of topical issues too narrow for the broader concerns of survey courses. The subjects rotate on a yearly basis. (ART102)
Examples:
ART 222A – Public Art
ART 222B – New Media
ART 222C – Social Practice vs. Disinterested Object
ART 222D – Non-Western Cultures

ART 223 - Series
Studio Special Topics
Studio, 3 Credit Hours
These studio courses cover topics that reflect current art issues/practice and/or faculty specializations. These topics combine lecture and studio with specific assignments, visiting artists, and field trips. (30 completed semester-hours, Instructor approval)
Examples:
ART 223A – Public Art
ART 223B – Performance
ART 223C – The Creative Process
ART 223D – Glass; Cast, Blown, Constructed
ART 223E – Alternative Painting Processes
ART 223F – Foundry
ART 223G – Figure Modeling (3-D)
ART 224
*Arts Travel Special Topics*
*Lecture, 3 Credit Hours*
This course places students in direct contact with the visual and performing arts and architecture. It is designed to broaden students’ cultural awareness. Preliminary meetings will establish itineraries and contexts for navigating the cultural resources of particular cities within the United States. Journals, including analogous research will be maintained and evaluated.

ART 225
*Arts Travel Special Topics Study Abroad*
*Lecture, 3 Credit Hours*
This course places students in direct contact with the visual and performing arts and architecture. It is designed to broaden students’ cultural awareness. Preliminary meetings will establish itineraries and contexts for navigating the cultural resources around the world. Journals, including analogous research will be maintained and evaluated.

ART 231
*Sculpture I*
*Studio, 3 Credit Hours*
This is a studio course that deals with sculptural concepts, materials, and processes. The assigned projects will explore new materials and processes and develop conceptual and research practices. Students will be introduced to materials and techniques for producing sculpture including additive and reductive processes. The social, cultural, and aesthetic contexts of the work will be considered. Class discussion and critique are integral to this course.
(ART 161, 162, 163)

ART 232
*Sculpture II*
*Studio, 3 Credit Hours*
Building on Sculpture I, this course further develops sculptural concepts, materials, and processes. The assigned projects will explore advanced materials, techniques, and conceptual practices. Emphasis will be given to the social, cultural, and aesthetic context of the work. Writing, class discussion, and critique are integral to this course.
(ART 231)

ART 241
*Painting I*
*Studio, 3 Credit Hours*
Painting I is a beginning painting course that emphasizes the manipulation of paint and visual form. Observational painting will introduce the student to traditional/historical uses of paint and painting tools. Research and experimentation will expand the students painting vocabulary and begin to clarify historical and personal choices.
(ART 161, 162)
ART 242 Painting II  
*Studio, 3 Credit Hours*
This is an intermediate level painting course that advances the perceptual and technical painting skills developed in Painting I. The development of a personal and cultural aesthetic will be introduced. In addition to developing those skills, students will be asked to solve problems that are formally and conceptually more complex. Required reading and writing assignments will support and clarify a personal direction and point of view.  
(ART 241)

ART 251  
*Clay I*  
*Studio, 3 Credit Hours*
This course is an overview of ceramic processes, introducing students to various hand building, wheel working, slip/glaze applications, and kiln-firing processes. Projects deal with aesthetic concerns common to both sculpture and vessel making.  
(ART 161, 162, 163)

ART 252  
*Clay II*  
*Studio, 3 Credit Hours*
Through exploration and instruction, the student will develop technical and aesthetic skills in ceramic hand building and wheel throwing processes. Projects are geared toward using clay as a versatile material for all types of object making. Students investigate historical and contemporary artists and techniques. Various tools include the slab roller, extruders, plaster molds, and sand blaster. Slip/glaze applications include both high- and low-fire techniques with gas and electric kilns.  
(ART 251)

ART 261  
*Printmaking I*  
*Studio, 3 Credit Hours*
This course is an introduction to the techniques of printmaking and includes the methods of monoprint, intaglio, relief printing, and screen printing. This class will explore the graphic potential available from the printmaking process. The student will determine imagery and content. The class structure will consist of demonstrations at the beginnings of classes, scheduled workdays, and regular critiques.  
(ART 161, 162)

ART 262  
*Printmaking II*  
*Studio, 3 Credit Hours*
This course is an intermediate level printmaking course with Printmaking I as a prerequisite. Students will continue with screen-printing and intaglio processes, and be introduced to polyester plate lithography. The class structure will consist of demonstrations at the beginnings of class sessions, scheduled workdays, and regular critiques.  
(ART 261)
ART 264
Time Based Media II
Studio, 3 Credit Hours
This studio course will consider how time based art presents audibly, via the lens, the screen, live performance, public space, collaboration, and hybrids of these forms. This is a hands-on studio that will act as a laboratory to investigate technical and conceptual issues surrounding works that develop over a period of time, or incorporate the passage of time. Students will work with processes and techniques for producing time-based works that are not limited to digital video, multi-channel audio, sequential imaging/animation, installation practices, live art, public strategies, and documentary processes. Emphasis will be directed towards the social, cultural, aesthetic, and conceptual aspects of time based practices. Viewing and researching similar and/or related contemporary art practices will also be explored.
ART 301
Figure Study III
Studio, 3 Credit Hours
This is an intermediate level figure drawing or modeling course that advances the perceptual and technical skills developed in Figure I and II. Students with an interest in refining figurative skills in drawing or modeling may meet with the introductory figure classes to access the life model. In addition to the concerns of observational recording, building processes that lead to more refined or complex forms and the introduction of contemporary concerns and approaches will be explored.
ART 311
Drawing IV
Studio, 3 Credit Hours
Building on ART 211, this is a continuation of an advanced level drawing courses that further build processes, including research, that lead to a more refined and complex drawing practice. Contemporary concerns and approaches are clarified and their processes, form, craft, and content are refined.
ART 321
Contemporary Art History
Seminar, 3 Credit Hours
An emphasis on art since 1968. Post Modernism, multiculturalism, Earth Art, Installations, and New Media are the subjects of this class. Rather than looking at the art as part of a chronological movement, the work and artists are discussed as a way of understanding various theoretical and cultural conditions. Although video and digital images will support discussion, this course is primarily a theory/readings course.
ART 331  
*Sculpture III*  
*Studio, 3 Credit Hours*  
Nurture the development of a cohesive body of work based on sophisticated techniques and a maturing sense of aesthetic direction. These courses stress the importance of drawing, model making, and research to the creative process. Group and individual discussions emphasize the development of critical vocabulary along with advanced technical exploration.  
(ART232)

ART 341  
*Painting III*  
*Studio, 3 Credit Hours*  
This is an advanced level painting courses that further build processes, including research, that lead to a more refined and complex painting practice. Contemporary concerns and approaches are clarified and their processes, form, craft, and content are refined.  
(ART242)

ART 351  
*Clay III*  
*Studio, 3 Credit Hours*  
Advanced study of aesthetic and technical information as it applies to contemporary ceramic sculpture. Projects include personal concept development with ceramic technologies, investigations into alternative clay techniques, and mixed media, installation, and site-specific considerations.  
(ART252)

ART 361  
*Printmaking III*  
*Studio, 3 Credit Hours*  
An advanced level printmaking course in which proposals for independent work are contracted. Although students in Printmaking III and IV will be working independently from Printmaking II, attendance is required. Independent research into advanced processes, techniques, and concepts is expected. Work in progress will be critiqued and evaluated during critiques with the Printmaking II class. In addition, individual discussions will be scheduled with the instructor.  
(ART262)

ART 364  
*Time Based Media III*  
*Studio, 3 Credit Hours*  
Building on the experiences of ART 264, this course offers a more advanced exploration into the media.  
(ART264)
ART 371
Seminar I
Studio, 3 Credit Hours
Upper-division, Fine Art majors meet for open studio practices and interdisciplinary research. Students research topics and artists important to personal and cultural developments. Visiting artists, slide lectures, studio visits, and exhibitions are incorporated into the class structure. Students work with faculty to develop a personal body of work that represents depth and breadth of exploration and the use of appropriate form and media. Business aspects of being an artist, such as applying for grants and residencies, photographing artwork, and writing resumes and artist’s statements are covered. (ART 200 or Chair Approval)

ART 431
Sculpture IV
Studio, 3 Credit Hours
Building on the experiences of ART 331, this course offers a more advanced exploration into the media. (ART 331)

ART 441
Painting IV
Studio, 3 Credit Hours
Building on the experiences of ART 341, this course offers a more advanced exploration into the media. (ART 341)

ART 451
Clay IV
Studio, 3 Credit Hours
Building on the experiences of ART 351, this course offers a more advanced exploration into the media. (ART 351)

ART 461
Printmaking IV
Studio, 3 Credit Hours
Building on the experiences of ART 361, this course offers a more advanced exploration into the media. (ART 361)

ART 471
Seminar II
Seminar & Studio, 3 Credit Hours
Following Seminar I, students will research topics and artists important to their personal and professional development while working with faculty to develop a body of work that
represents depth and breadth. Three times during the semester the content, process, and form of student work is presented and discussed with a committee of regional art professionals. Business aspects of being an artist, such as applying for grants and residencies, photographing artwork, and writing resumes and artist's statements are further developed (completion of 60 credit hours, ART371) Advisor approval required.

ART 473
Seminar III
Seminar & Studio, 3 Credit Hours
Building on the experiences of ART 471, this course offers a more advanced exploration into studio practices. (ART471)

ART 490
Senior Thesis Exhibition
Seminar & Studio, 6 Credit Hours
This is a six-credit-hour course in which students focus on producing a cohesive body of work for their BFA Thesis Exhibition. This studio-intensive class also involves the writing of a related research paper, presentation of a public lecture, and thesis defense. An exhibition of thesis work, complete with statement, invitations, and reception is required. (ART 471)

ART 495
Art Internship I
3 Credit Hours
The internship applies learned skills to a professional, working environment. A semester-long internship with an approved professional art institution (for example the Tennessee Arts Commission or the Frist Center for the Visual Arts) provides students with the opportunity to experience a professional work environment. Students work in a supervised professional arts environment assisting with arts production, administration, outreach, exhibition preparation, and art handling. Students will keep a regular work schedule and record a diary of activities with reports to their advisor. It is required that students work 130 hours (for 3 hours credit) during their internship. Chair approval required.

ART 496
Art Internship II
3 Credit Hours
The internship applies learned skills to a professional, working environment. A semester-long internship with an approved professional art institution (for example the Tennessee Arts Commission or the Frist Center for the Visual Arts) provides students with the opportunity to experience a professional work environment. Students work in a supervised professional arts environment assisting with arts production, administration, outreach, exhibition preparation, and art handling. Students will keep a regular work
schedule and record a diary of activities with reports to their advisor. It is required that students work 130 hours (for 3 hours credit) during their internship. (ART 495) Chair approval required.
Mission
Students of the Department of Graphic Design at Watkins College of Art, Design & Film will graduate with a professional quality, entry-level portfolio that shows technical competence, solid knowledge of design principles and highly conceptual solutions to communications problems in print, illustration, web-based and interactive media. Graduates will possess a basic knowledge of the industry and will present their work and themselves in a manner that demonstrates they are prepared for careers in visual communication.

The Program
The BFA in Graphic Design at Watkins College of Art, Design & Film begins with a strong foundation in the basic principles and elements of design, color, typography and time based media. The curriculum builds in complexity during the second year as students develop technical and conceptual skills needed to illustrate and design for the mass media. History of graphic design, computer studio, web development, and illustration courses foster deeper understanding and practical knowledge. Third year students are challenged with more rigorous assignments, applying learned traditional and digital techniques to projects that parallel professional practice. Interactive media and business courses teach students essential skills needed to succeed in an increasingly competitive marketplace. Fourth year students will complete their college experience with a competitive entry-level portfolio and graduate with marketable skills as multidisciplinary visual communicators.

The Graphic Design program at Watkins defines a quality portfolio as one that is strong in concept, containing diverse and well-crafted examples of the student's best work. Each piece in the portfolio should be creative and effectively solve a communication problem. The student portfolio should demonstrate that the student has solid technical skills, a grasp of the principles of design, a command of typographic craft and knowledge of the design industry. A quality portfolio will demonstrate that a student is prepared for a career as an illustrator, designer, and web designer.

Coursework effectively covers art, design, illustration, typography, technology, web development and web design, professional practices, and the history of art and design. Small class sizes allow each student individual consultations with faculty at every stage of projects assigned. Electives, including internships with advertising agencies, design studios, and publishing houses, enhance each student’s education. The curriculum culminates in the capstone course, Senior Portfolio Development, where each graduating senior works with senior faculty to polish his/her portfolio, preparing them to succeed as professional visual communicators.
**Special Requirements**

In support of the rigorous expectations of the pre-professional BFA degree program, a portfolio review is required for all students at the conclusion of the first year of studies. This review is incorporated so that all students who complete the BFA in Graphic Design degree program can expect to achieve the highest level of undergraduate design performance in order to experience a successful transition into professional practice as a Graphic Designer or Illustrator. Students must pass this portfolio review (GRD 200 Portfolio Review) as well as GRD 110 Graphic Design I and GRD 121 Typography I to enroll in upper level graphic design classes.

Transfer students must submit a portfolio of original work from each course taken from another institution to be evaluated for transfer credit and for placement in upper level graphic design courses.

In addition to their course work, Graphic Design students are encouraged to attend professional lectures and exhibitions, and to participate in local, national, and international design competitions.

**Faculty**

Dan Brawner (2007) – Assistant Professor and Chair – BFA Graphic Design (1983)
Middle Tennessee State University; MA Illustration (2003) Syracuse University; MFA Illustration (2007) Hartford Art School at the University of Hartford

Steve Wilkison (2011) – Associate Professor

Parsons School of Design; MAT Graduate Education (2006) Belmont University

Watkins College of Art, Design & Film has attracted notable professionals to teach and guest lecture. Special guests in the Graphic Design department have included: Disney Feature Animation Director (*Mulan*), Barry Cook; Emmy-winning animator and puppet designer (*Pee-Wee’s Playhouse*), Wayne White; Graphic designer and author (*End of Print*), David Carson; Typographer and author (*Dangerous Curves*), Doyald Young; Illustrator and graphic designer, David Plunkert of Spur Design; AIGA Medalist and SpotCo designer, Gail Anderson; Artist, printer, and chief designer of Hatch Show Print, Jim Sherraden; *Art of Modern Rock*, and *Died Young Stayed Pretty* featured designer/illustrator/printer, Bryce McCloud; Director of International Sales for Diamond Book Distributors, Scott Hatfill, and award-winning Nashville illustrators and designers:

Joel Anderson of Anderson Design Group, Gina Binkley, Wayne Brezinka, Phil Foster, Travis Foster, Rainey Kirk, and Hungry Dog Studio.
**Curriculum**
Bachelor of Fine Arts in Graphic Design  
120 Credit Hours

**Visual Arts Core Requirements**  
12 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 162</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>GRD 110</td>
<td>Graphic Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 163</td>
<td>3-D Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 164</td>
<td>4-D Design (Time Based Media)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Visual Arts Elective Explorations**  
9 Credit Hours

All Graphic Design majors must take three studio courses from a department outside of their major. Recommended courses for Graphic Design majors:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHO 121</td>
<td>Photography I</td>
<td>3</td>
</tr>
<tr>
<td>ART 165</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 201</td>
<td>Figure Study</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Printmaking I</td>
<td>3</td>
</tr>
<tr>
<td>ART 241</td>
<td>Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 242</td>
<td>Painting II</td>
<td>3</td>
</tr>
<tr>
<td>ART 364</td>
<td>Time Based Media II</td>
<td>3</td>
</tr>
</tbody>
</table>

**Graphic Design Major**  
48 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRD 101</td>
<td>History of Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>GRD 121</td>
<td>Typography I</td>
<td>3</td>
</tr>
<tr>
<td>GRD 200</td>
<td>Portfolio Review</td>
<td>0</td>
</tr>
<tr>
<td>GRD 210</td>
<td>Graphic Design II</td>
<td>3</td>
</tr>
<tr>
<td>GRD 230</td>
<td>Computer Studio I</td>
<td>3</td>
</tr>
<tr>
<td>GRD 231</td>
<td>Computer Studio II</td>
<td>3</td>
</tr>
<tr>
<td>GRD 232</td>
<td>Typography II</td>
<td>3</td>
</tr>
<tr>
<td>GRD 310</td>
<td>Graphic Design III</td>
<td>3</td>
</tr>
<tr>
<td>GRD 321</td>
<td>Illustration I</td>
<td>3</td>
</tr>
<tr>
<td>GRD 332</td>
<td>Typography III</td>
<td>3</td>
</tr>
<tr>
<td>GRD 341</td>
<td>Web Development I</td>
<td>3</td>
</tr>
<tr>
<td>GRD 342</td>
<td>Web Development II</td>
<td>3</td>
</tr>
<tr>
<td>GRD 343</td>
<td>Web Development III</td>
<td>3</td>
</tr>
<tr>
<td>GRD 401</td>
<td>Professional Practices</td>
<td>3</td>
</tr>
<tr>
<td>GRD 410</td>
<td>Graphic Design IV</td>
<td>3</td>
</tr>
<tr>
<td>GRD 461</td>
<td>Senior Portfolio Development</td>
<td>4</td>
</tr>
<tr>
<td>GRD 462</td>
<td>Senior Exhibition</td>
<td>2</td>
</tr>
</tbody>
</table>
(BFA in Graphic Design Curriculum, continued)

**Graphic Design Electives**  
12 Credit Hours

All Graphic Design majors (except Illustration or Web Design Concentration).

Select any Graphic Design Elective, including the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRD 322</td>
<td>Illustration II</td>
<td>3</td>
</tr>
<tr>
<td>GRD 323</td>
<td>Illustration III</td>
<td>3</td>
</tr>
<tr>
<td>GRD 344</td>
<td>Special Topics in Web Development</td>
<td>3</td>
</tr>
<tr>
<td>GRD 351</td>
<td>Special Topics in Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>GRD 361</td>
<td>Special Problems in Advertising</td>
<td>3</td>
</tr>
<tr>
<td>GRD 450</td>
<td>Visiting Art Directors</td>
<td>3</td>
</tr>
<tr>
<td>GRD 470</td>
<td>Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

**Illustration Concentration**  
12 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRD 322</td>
<td>Illustration II</td>
<td>3</td>
</tr>
<tr>
<td>GRD 323</td>
<td>Illustration III</td>
<td>3</td>
</tr>
<tr>
<td>GRD Electives</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

**Web Design Concentration**  
12 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRD 344</td>
<td>Series: Special Topics in Web Development</td>
<td>6</td>
</tr>
<tr>
<td>GRD Electives</td>
<td></td>
<td>6</td>
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</tbody>
</table>

**General Education Core Requirements**  
30 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 101</td>
<td>Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ART 101</td>
<td>Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>ART 102</td>
<td>Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>COM 220</td>
<td>Fundamentals of Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HIS 101</td>
<td>History of World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>HIS 102</td>
<td>History of World Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
<td>3</td>
</tr>
<tr>
<td>SCI 3XX</td>
<td>Science Series (select one)</td>
<td>3</td>
</tr>
</tbody>
</table>

**General Education Elective Explorations**  
9 Credit Hours

<table>
<thead>
<tr>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History (Level 200 or above)</td>
<td>3</td>
</tr>
<tr>
<td>Selection from General Education Explorations</td>
<td>3</td>
</tr>
<tr>
<td>Selection from General Education Explorations</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL**  
120 Credit Hours
**Plan of Study** (See special requirements for the Illustration Concentration**, and Web Concentration***) Bachelor of Fine Arts in Graphic Design

**First Year**

<table>
<thead>
<tr>
<th>ART 101 Art Survey I</th>
<th>ART 102 Art Survey II</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101 English Composition I</td>
<td>ENG 102 English Composition II</td>
</tr>
<tr>
<td>GRD 110 Graphic Design I</td>
<td>ART 164 4-D Design</td>
</tr>
<tr>
<td>ART 162 Drawing I</td>
<td>GRD 121 Typography I</td>
</tr>
<tr>
<td>ART 163 3-D Design</td>
<td>GRD 200 Portfolio Review</td>
</tr>
</tbody>
</table>

*General Education Core or Elective* (15 Credit Hours)

**Second Year**

<table>
<thead>
<tr>
<th>GRD 101 History of Graphic Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRD 230 Computer Studio I</td>
</tr>
<tr>
<td>GRD 232 Typography II</td>
</tr>
<tr>
<td>GRD 321 Illustration I</td>
</tr>
<tr>
<td>General Education Core or Elective</td>
</tr>
</tbody>
</table>

*General Education Core or Elective* (15 Credit Hours)

**Third Year**

<table>
<thead>
<tr>
<th>General Education Core or Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Core or Elective</td>
</tr>
<tr>
<td>Visual Arts Exploration</td>
</tr>
<tr>
<td>Graphic Design Elective or</td>
</tr>
<tr>
<td>GRD 322 Illustration II**</td>
</tr>
<tr>
<td>GRD 342 Web Development II</td>
</tr>
</tbody>
</table>

*General Education Core or Elective* (15 Credit Hours)

**Fourth Year**

<table>
<thead>
<tr>
<th>General Education Core or Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRD 401 Professional Practices</td>
</tr>
<tr>
<td>GRD 410 Graphic Design IV</td>
</tr>
<tr>
<td>Visual Arts Exploration</td>
</tr>
<tr>
<td>Graphic Design Elective</td>
</tr>
<tr>
<td>or GRD 323 Illustration III**</td>
</tr>
<tr>
<td>or GRD 344 Web Development IV***</td>
</tr>
</tbody>
</table>

*General Education Core or Elective* (15 Credit Hours)

(Visual Arts Core or General Education courses and some Graphic Design elective courses may be taken over the summer.)

*Although this Plan of Study describes a 4-year completion schedule, full-time students who work while attending the institution, or who for various reasons cannot manage a 15-credit-hours-per-semester workload may alternatively plan to complete the degree program in 4-1/2 or 5 years. A majority of Watkins students have historically made the decision to complete their Plan of Study in 5 years. Since Watkins charges tuition by the credit hour rather than by the semester, the total cost of tuition remains the same regardless of whether the student completes the BFA in 4, 4-1/2, or 5 years.

**Required for the Illustration Concentration**

***Required for the Web Design Concentration**
**Graphic Design Course Descriptions**  
(Prerequisites are shown in parentheses.)

**GRD 101**  
**History of Graphic Design**  
*Lecture, 3 Credit Hours*  
A critical and analytical study of the significant events, personalities, and technological advances that have contributed to the global history of graphic design. This comprehensive course is a critical and analytical study of the factors contributing to the history of graphic design.

**GRD 110**  
**Graphic Design I**  
*Studio, 3 Credit Hours*  
Emphasis is placed on the fundamental principles and elements of graphic design and on creative problem solving. Through a variety of exercises and projects students will learn the creative process from concept to execution and will learn the vocabulary needed to effectively critique visual communication. *This course meets the core requirement for ART 161 – 2-D Design / Color Fundamentals.*  
(Co-requisite GRD 121)

**GRD 121**  
**Typography I**  
*Studio, 3 Credit Hours*  
Through directed projects, this course will explore basic type design and its practical applications. Students will be introduced to expressive and conceptual use of type and will end the semester with an in-depth knowledge of typographic terminology, and an appreciation for the artistry of typographic forms.  
(ART 161 or GRD 110, ART 162; Co-requisite GRD 110)

**GRD 200**  
**Portfolio Review**  
*Does Not Earn Academic Credit*  
The Graphic Design Faculty will review student work from GRD 110 and GRD 121 each year. Students will not be allowed to register for upper level graphic design courses until they pass this review. Students will enroll in GRD 200 at the same time that they enroll for the last of the two prerequisites. *Students must repeat GRD 110 and/or GRD 121 if they do not pass GRD 200.*  
(GRD 110, 121; Co-requisite ART 162)

**GRD 210**  
**Graphic Design II**  
*Studio, 3 Credit Hours*  
This course is an introduction to advertising design and focuses on developing strong creative ad concepts. Through directed projects students will research, write creative
objectives, and develop advertising that is highly conceptual and on target with creative work plans.
(GRD 110, 121, 200)

GRD 230
Computer Studio I
Studio, 3 Credit Hours
An introductory computer course with an emphasis on publishing software. Students are introduced to Macintosh OSX and they will learn basic skills in Adobe's Creative Suite.
(Art161 or GRD 110; Co-requisite ART 162)

GRD 231
Computer Studio II
Studio, 3 Credit Hours
An intermediate computer course with an emphasis on publishing software. Students will learn advanced computer skills and techniques related to the industry standard software applications, Photoshop and InDesign.
(GRD 230)

GRD 232
Typography II
Studio, 3 Credit Hours
This intermediate typography course emphasizes expressive and experimental type. Students will match type with message, manipulate type, and explore other creative uses of type.
(GRD 200, 230)

GRD 310
Graphic Design III
Studio, 3 Credit Hours
Through directed projects this course will explore the basic elements and principles of branding and corporate identity design. Students will design consumer labels as well as logos, letterhead packages and other elements of corporate identity design.
(GRD 210, 231)

GRD 321
Illustration I
Studio, 3 Credit Hours
The class is an introductory course that provides an understanding of the illustration process and its role as an art form that reflects, serves, and advances contemporary culture. Class assignments parallel professional practice.
(Art 161 or GRD 110, ART 162)
GRD 322
Illustration II
Studio, 3 Credit Hours
The class will explore character development, sequential imagery, and visual storytelling as related to storyboards, picture books, game design, and animation. The class will include guest professionals and possible field trips. (GRD 321)

GRD 323
Illustration III – Visiting Illustrators
Studio, 3 Credit Hours
Students will work with visiting professionals—illustrators, designers, and/or animators—to benefit from distinctly different and valuable perspectives. (GRD 322)

GRD 332
Typography III
Studio, 3 Credit Hours
By examining grid development and typographic systems, this advanced typography course focuses on the organization and effective communication of type when used in extended, large volume, published formats. (GRD 232, 231)

GRD 341
Web Development I
Studio, 3 Credit Hours
An introduction to multimedia design with an emphasis on website creation. Students gain an understanding of the terminology, development tools, and fundamental skills (including learning HTML, CSS, etc.) related to designing a successful website. Current software applications such as Dreamweaver and Photoshop are learned as appropriate to the process. (GRD 210, 231)

GRD 342
Web Development II
Studio, 3 credit hours
Building on skills learned in Web Development I, students continue to gain an understanding of the terminology, development tools, and fundamental skills (including learning HTML, CSS, ActionScript, etc.) related to designing a successful website. Current software applications such as Dreamweaver, Flash, and Photoshop are learned as appropriate to the process. (GRD 341; Co-requisite GRD 231)

GRD 343
Web Development III
Studio, 3 credit hours
Building on skills learned in Web Development I & II, students continue to gain an
understanding of the terminology, development tools, and fundamental skills (including learning HTML, CSS, ActionScript, etc.) related to designing a successful website. Current software applications such as Dreamweaver, Flash, and Photoshop are learned as appropriate to the process.

(GRD 342)

GRD 344-Series: Special Topics in Web Development:

GRD 344A
**PHP, MySQL & WordPress**
*Studio, 3 Credit hours*
An introduction to one of today's most popular website authoring tools, WordPress. Students will learn the underlying technology behind WordPress (PHP and MySQL), which will enable them to extend WordPress and create custom WordPress Themes. A solid knowledge of HTML and CSS is required. Students will complete weekly assignments and projects to gain a hands-on understanding of all three technologies.

(GRD 342)

GRD 344B
**HTML 5 and CSS3**
*Studio, 3 Credit hours*
An introduction to HTML5 and CSS3, the newest standards for building websites. Students will learn to implement many of the new features of HTML5 and CSS3 to build modern, cross-browser, multiple device websites that incorporate interactivity and visual effects not possible in earlier versions of HTML and CSS. A solid knowledge of current HTML and CSS is required. Students will complete weekly assignments and projects to gain a hands-on understanding of both technologies.

(GRD 342)

GRD 344C
**Flash**
*Studio, 3 Credit hours*
An introduction to one of the most well known, though often misunderstood, technologies for the web, as well as many stand-alone projects. An important tool for building games, kiosk displays, presentations and much more, Flash remains an important tool in any web developer’s arsenal. Students will gain a solid and fundamental understanding of how (and when) to use Flash and its proprietary coding language, ActionScript 3.0.

(GRD 342)

GRD 344D
**JavaScript and JQuery**
*Studio, 3 Credit hours*
An in-depth exploration of the jQuery library as well as the underlying coding language behind it, JavaScript. jQuery is one of the most powerful tools available today for any website designer or developer, allowing almost
unending ways to add interactivity, animation, movement, visual effects and more to any website. A solid knowledge of HTML and CSS is required. Students will work on specific, concrete lessons to build slideshows, form validation, sliding text boxes and more.

(GRD 342)

GRD 351 Series: Special Topics in Graphic Design

GRD 351A
Special Problems: History of Record Album Cover Art
Studio, 3 Credit Hours
A journey through the world of record album cover design from the 1940s to the 1990s. Students will explore a variety of genres and styles while researching trends, artists and the impact of culture and current events on the artwork that adorned “long playing” record albums. Students will complete weekly design projects to gain hands on experience.

(GRD 110, 121, 200; Co-requisite GRD 230)

GRD 351B
Graphic Design and Social Cause
Studio, 3 Credit Hours
Change is created in the world by using advertising and graphic design to present important ideas, raise awareness, and stimulate thought. Students will examine historical posters, ad campaigns, and ephemera that deal with social change. Projects will include campaigns that deal with issues of global and local significance.

(GRD 232)

GRD 351C
Typeface Design
Studio, 3 Credit Hours
An in-depth exploration of type design. Student will learn the unique visual considerations required to design and produce their own typefaces.

(GRD 232)

GRD 351D
Creative Problem Solving
Studio, 3 Credit Hours
The course explores a variety of techniques for stimulating fresh thinking and solving design problems. Through a series of projects, various brainstorming techniques are applied to the important phases of the design process: defining problems, getting ideas, and creating form.

(GRD 310)
GRD 361  
**Special Problems In Advertising**  
*Studio, 3 Credit Hours*  
This class is designed to further develop the principles of advertising design. Emphasis will be placed on concept development and the importance of integrating copy concept and image to communicate an effective message. Through directed projects, students will be asked to research clients, write headlines and body copy, create or find appropriate imagery, and develop advertising that is highly conceptual, profession executed, and on-target with approved creative plans.  
(GRD 210)

GRD 401  
**Professional Practices**  
*Lecture, 3 Credit Hours*  
This course will cover print production, standard business practices, and ethical guidelines for the graphic arts industry.  
(GRD Co-requisite 310)

GRD 410  
**Graphic Design IV**  
*Studio, 3 Credit Hours*  
Through directed projects, students will learn the unique design opportunities and challenges presented by brochures, packaging, and other multi-page publications.  
(GRD 310)

GRD 450  
**Visiting Art Directors**  
*Studio, 3 Credit Hours*  
Students will work with a series of Nashville area designers, art directors, and creative directors. Each visiting designer will create a design or communication problem that is common to his or her experience and will challenge students to create effective solutions.  
(GRD 310)

GRD 460  
**Senior Portfolio Development**  
*Studio, 4 Credit Hours*  
This course is the final step in preparing students for a career in visual communications. Under the direction of senior graphic design faculty, each student completes a competitive, entry-level portfolio and learns skills needed to succeed in the interview process. All full-time faculty members and an industry professional evaluate each final portfolio.  
*Capstone course, required for Graphic Design Majors. Must be taken during last semester and must be taken concurrently with GRD 462 Senior Exhibition.*
GRD 462  
**Senior Exhibition**  
*Studio, 2 Credit Hours*
A senior exhibition is required for graduation. Students will work as a team and are responsible for all aspects of this exhibition. This exhibition will coordinate with Senior Portfolio Development and is an important aspect of marketing graduating seniors and their work to the professional design community.  
*Capstone course, required for all Graphic Design Majors. Must be taken during last semester and must be taken concurrently with GRD 460 Senior Portfolio Development.*

GRD 470  
**Internship**  
Students make valuable contacts and attain practical knowledge while working in a creative business environment. An internship provides the opportunity for students to work with professional designers, illustrators, and art directors.  
*(GRD 310, 341; Co-requisite GRD 342, Permission of Graphic Design Chair)*

GRD 471  
**Internship II**  
Students make valuable contacts and attain practical knowledge while working in a creative business environment. An internship provides the opportunity for students to work with professional designers, illustrators, and art directors.  
*(GRD 470, Permission of Graphic Design Chair)*
Mission
Our program promotes a curriculum intended to educate the student who is intent on a professional career as a registered interior designer with strong links to the professional communities that are forming the Twenty-First Century. The program recognizes the need for entry-level interior designers who possess professional presentation and technical skills, who are capable of creating innovative designs, analyzing and solving problems, and who understand the application of appropriate material use and code requirements.

The Program
Courses offered within the interior design major encourage the student to develop imaginative, responsible solutions to problems created by social needs and economic constraints, as well as the material and physical limitations of the built environment. The integration of fine art classes elevates the student’s ability to develop innovative solutions and further balances the increasing demands of technology.

Students form a sound approach to the design process through a progression of interior design studios beginning in the first semester of study and continuing throughout their education. Problems of varying complexity are presented to the student with projects ranging from the adaptive reuse of existing buildings to designing spaces for children and the elderly. Design studios challenge the student to create innovative solutions within environments of increasing size and scope. Interior design studios comprehensively explore the design of interior spaces through class projects, field trips, and critiques, often involving visiting designers. Supporting classes complement studio projects while involving students in the study of practical and theoretical issues, materials, and techniques.

The BFA in Interior Design culminates with the successful completion of an individually selected Thesis Project, which is intended to be a clear demonstration of expertise in a chosen area of interest. Through the completion of the project, the student is able to show the depth of his or her skill and design capability.

A solid grounding in fine art, an elevated practice of design communication skills, and a thorough knowledge of pertinent technology enables interior design students at Watkins College of Art, Design & Film to develop their own creative vision while gaining the practical skills and judgment of a competent designer.
Laptop Requirement
All interior design majors are required to have a PC laptop computer for use in all classes. PC laptops are required rather than Macs because they best suit the department’s requirements. Should you purchase a Mac; the Information Technology Department may be unable to assist you.

The computer must meet or exceed the following specifications:

Hardware

- Intel Core i3/i5/i7 Dual or Quad Core CPU
- 4GB RAM or more
- Discrete Graphics Card (ATI, AMD or Nvidia, NOT Intel) w/ 256 MB of memory
- 250 GB Hard Drive
- Integrated web cam
- 15 Inch or larger Display
- Windows 7 (64-bit)
- DVD Burner and related software

Software

Software required for the interior design program will be installed and maintained by Watkins IT staff or instructions for acquiring that software will be provided by the IT staff.

Faculty

Watkins College of Art, Design & Film is fortunate to have dedicated adjunct faculty who are practicing architects and interior designers in the Nashville area. Students learn from faculty who are currently involved in the practice of design and architecture.
**Curriculum**  
Bachelor of Fine Arts in Interior Design  
120 Credit Hours

### Visual Arts Core Requirements  
**12 Credit Hours**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 101</td>
<td>Design Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ART 162</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 163</td>
<td>3-D Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 164</td>
<td>4-D Design</td>
<td>3</td>
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</tbody>
</table>

### Visual Arts Elective  
**3 Credit Hours**

<table>
<thead>
<tr>
<th>Course (Choose 1)</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

All Watkins Interior Design students must take one (1) visual arts studio or one (1) interior design studio course. Recommended courses include:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 313</td>
<td>Digital Design III</td>
</tr>
<tr>
<td>IND 322</td>
<td>Global Sustainability</td>
</tr>
<tr>
<td>IND 323</td>
<td>Built Environment: Sustainable Building Systems</td>
</tr>
<tr>
<td>ART 165</td>
<td>Drawing II</td>
</tr>
<tr>
<td>ART 251</td>
<td>Clay I</td>
</tr>
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<td>ART 261</td>
<td>Printmaking I</td>
</tr>
<tr>
<td>GRD 121</td>
<td>Typography I</td>
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<tr>
<td>GRD 321</td>
<td>Illustration I</td>
</tr>
<tr>
<td>PHO 121</td>
<td>Photography I</td>
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### Interior Design Major  
**75 Credit Hours**

<table>
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<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>IND 102</td>
<td>Space Planning &amp; Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>IND 111</td>
<td>Architectural Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>IND 113</td>
<td>Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>IND 150</td>
<td>Freshman Portfolio Review</td>
<td>0</td>
</tr>
<tr>
<td>IND 203</td>
<td>Interior Materials</td>
<td>3</td>
</tr>
<tr>
<td>IND 204</td>
<td>Codes &amp; Regulations</td>
<td>3</td>
</tr>
<tr>
<td>IND 205</td>
<td>Textiles &amp; Furnishings</td>
<td>3</td>
</tr>
<tr>
<td>IND 206</td>
<td>History of Architecture &amp; Design I</td>
<td>3</td>
</tr>
<tr>
<td>IND 207</td>
<td>History of Architecture &amp; Design II</td>
<td>3</td>
</tr>
<tr>
<td>IND 210</td>
<td>Residential Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 303</td>
<td>Presentation Techniques</td>
<td>3</td>
</tr>
<tr>
<td>IND 304</td>
<td>Lighting I</td>
<td>3</td>
</tr>
<tr>
<td>IND 305</td>
<td>20th Century Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 307</td>
<td>Seminar in Design Theory</td>
<td>3</td>
</tr>
<tr>
<td>IND 310</td>
<td>Commercial Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 311</td>
<td>Digital Design I</td>
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<tr>
<td>IND 312</td>
<td>Digital Design II</td>
<td>3</td>
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<tr>
<td>IND 315</td>
<td>Sustainable Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 320</td>
<td>Advanced Commercial Design</td>
<td>3</td>
</tr>
<tr>
<td>Code</td>
<td>Course Title</td>
<td>Credits</td>
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</tr>
<tr>
<td>IND 402</td>
<td>Professional Practices</td>
<td>3</td>
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<tr>
<td>IND 403</td>
<td>Advanced Materials &amp; Detailing</td>
<td>3</td>
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<tr>
<td>IND 404</td>
<td>Lighting II</td>
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<tr>
<td>IND 405</td>
<td>Internship</td>
<td>3</td>
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<td>IND 406</td>
<td>Portfolio Design</td>
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<tr>
<td>IND 410</td>
<td>Senior Thesis I</td>
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</tr>
<tr>
<td>IND 420</td>
<td>Senior Thesis II</td>
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**General Education Core Requirements**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ANT 101</td>
<td>Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ART 102</td>
<td>Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>COM 220</td>
<td>Fundamentals of Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HIS 101</td>
<td>History of World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>HIS 102</td>
<td>History of World Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
<td>3</td>
</tr>
<tr>
<td>SCI 3xx</td>
<td>Science Series (choose one)</td>
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</table>

**General Education Elective**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Elective (Choose 1)</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Hours**

120 Credit Hours
**Plan of Study**
Bachelor of Fine Arts in Interior Design

### First Year
- ART 162 Drawing I
- COM 220 Fund of Speech Com
- ENG 101 English Composition I
- IND 101 Design Fundamentals
- IND 111 Architectural Drawing
  - (15 Credit Hours)

### Second Year
- MAT 101 Mathematics for Visual Arts
- IND 203 Interior Materials
- IND 303 Presentation Techniques
- IND 304 Lighting I
- IND 311 Digital Design I
  - (15 Credit Hours)

### Third Year
- Visual Arts Elective
- ANT 101 Anthropology
- IND 204 Codes & Regulations
- IND 206 History of Arch & Design I
- IND 310 Commercial Design
  - (15 Credit Hours)

### Fourth Year
- HIS 101 History of World Civilization I
- IND 402 Professional Practices
- IND 403 Advanced Materials
- IND 406 Portfolio Design
- IND 410 Senior Thesis I
  - (15 Credit Hours)

*Although this Plan of Study describes a 4-year completion schedule, full-time students who work while attending the institution, or who for various reasons cannot manage a 15-credit-hours-per-semester workload may alternatively plan to complete the degree program in 4-1/2 or 5 years. A majority of Watkins students have historically made the decision to complete their Plan of Study in 5 years. Since Watkins charges tuition by the credit hour rather than by the semester, the total cost of tuition remains the same regardless of whether the student completes the BFA in 4, 4-1/2, or 5 years.*
**Interior Design Course Descriptions**
(Prerequisites are listed in parentheses.)

**IND 101**
**Design Fundamentals**
*Studio, 3 Credit Hours*
Elements and principles of design are introduced along with the basic skill set needed for further study in the interior design degree program including basic model building techniques, and presentation board assembly.
*This course also meets the core requirement for ART 161 – 2-D Design / Color Fundamentals.*

**IND 102**
**Space Planning & Human Factors**
*Studio, 3 Credit Hours*
Human factors, anthropometrics, ergonomics and proxemics are introduced as part of the rationale behind a successful design project. The student studies human behavior and applies design and behavioral principles to interior spaces designed for human safety, comfort, and aesthetic pleasure.
*(IND 111)*

**IND 111**
**Architectural Drawing**
*Studio, 3 Credit Hours*
Students practice basic drafting skills including architectural lettering, geometric constructions, floor plans and elevations, dimensioning and drafting expression. Students learn basic architectural vocabulary, the use of drafting instruments and methods of document reproduction. An introduction to drawing interior perspectives is also included.

**IND 113**
**Building Construction**
*Studio, 3 Credit Hours*
Students prepare construction documents concentrating primarily on typical construction methods and the three-dimensional space. The projects included in this course allow students to study, produce, and coordinate several different types of drawings in order to concisely and effectively communicate design intent.
*(IND 111)*

**IND 150**
**Freshman Portfolio Review**
*Does Not Earn Academic Credit*
Student work from IND 101, 102, 111, & 113 will be reviewed each spring by the Interior Design Faculty and a jury selected from the design and architecture community. Students
will not be allowed to enroll in upper-division interior design classes until they pass this review.
(IND 101, 111, 102, 113; may be taken concurrently with IND 102 & 113)

IND 203
*Interior Materials*
*Lecture, 3 Credit Hours*
Materials integrated into the basic interior from flooring materials to ceiling systems are discussed including proper installation and maintenance. Coordination of interior materials by use of product schedules and finish schedules will be introduced. Specification writing procedures and the role of the designer as the coordinator of specifications from interior materials and furnishings is developed.

IND 204
*Codes & Regulations*
*Lecture, 3 Credit Hours*
Students develop the ability to plan in accordance with basic codes for life safety through a variety of exercises, which reinforce the application of codes requirements to actual project situations.

IND 205
*Textiles & Furnishings*
*Lecture, 3 Credit Hours*
The basics of fiber, yarn, finishing, and construction methods are discussed during this course. The student is introduced to textiles and furnishings with special emphasis on function and proper selection.

IND 206
*History of Architecture & Design I*
*Lecture, 3 Credit Hours*
Furnishings from classical times through the late Renaissance periods are examined in terms of historic, as well as present day, needs. Style, methods of ornamentation, use of color and significance of the period are reviewed using slides and lectures. Emphasis is placed on the influences of geographical locations and social, religious, and economic forces of history on interiors.
(ART 162 is recommended.)

IND 207
*History of Architecture & Design II*
*Lecture, 3 Credit Hours*
The second segment of historical architecture and interiors reviews furniture and decorative arts from the Baroque, Rococo, and Neoclassic periods through the eighteenth and nineteenth centuries and into contemporary interiors of the early twentieth century. Focus is on the built environment as it has been influenced by geographic location as well as important social, religious, economic, and political forces.
(ART 162 is recommended.)
IND 210
Residential Design
Studio, 3 Credit Hours
Students are involved in the creative design of complex residential spaces. Non-traditional spaces such as adaptive reuse projects and urban loft-style spaces may be incorporated into this course of study. Specification of architectural elements such as doors, windows, and hardware will be included in the development of construction documents.
(IND 203, 205, 303, 304, 311)

IND 250
Production Design
Lecture, 3 Credit Hours
This course focuses on the production designer’s function on a motion picture project, beginning with the relationship between the designer, director, cinematographer, and producer. Students learn basic design techniques and practice designing sets that successfully interpret a director’s cinematic vision.

IND 303
Presentation Techniques
Studio, 3 Credit Hours
A variety of techniques is developed to communicate design intent from the designer to the client in a graphic form. Students are encouraged to develop individual presentation styles.
(ART 162; IND 102, 113)

IND 304
Lighting I
Lecture, 3 Credit Hours
Lighting is presented as a decorative and functional element of design. Areas explored include light and texture, color, lighting sources, fixtures, schedules, and switching patterns. Students develop reflected ceiling plans for small residential and commercial projects as well as designing and constructing their own original lighting.
(IND 113; must be taken concurrently with IND 311)

IND 305
20th Century Design
Lecture, 3 Credit Hours
A study of the evolution of twentieth century conceptual thinking in the creative fields of architecture and interior design. Lectures include subjects such as the Bauhaus, contemporary furniture design, and profiles of twentieth century architects and designers.
IND 307
**Seminar in Design Theory**
*Seminar, 3 Credit Hours*
This course examines the ways in which architects, interior designers, and theorists express and conceptualize the design process and their own creative expression. Readings are drawn from significant works, which form the basis for class discussion. Through written assignments, students develop skills in analyzing and conceptualizing interior design principles.

(ENG 102)

IND 310
**Commercial Design**
*Studio, 3 Credit Hours*
Students are introduced to commercial design and the impact of design for public use. The concept of evidence-based design will be introduced. Projects will focus primarily on healthcare environments. Code requirements and compliance with the Americans with Disabilities Act will be stressed. The semester culminates with a juried presentation to a panel of interior designers and architects.

(IND 204 or concurrent, IND 210)

IND 311
**Digital Design I**
*Studio, 3 Credit Hours*
This course provides an introduction to general concepts of computer-aided design and drafting with emphasis on two-dimensional drafting applications such as floor plans, furniture plans, and reflected ceiling plans.

IND 312
**Digital Design II**
*Studio, 3 Credit Hours*
This course further encourages the use of computer-aided design with more sophisticated 2-D sketching and rendering techniques. A strong emphasis on 3-D modeling and rendering methods is introduced using current software that is in today’s firms.

(IND 311)

IND 313
**Digital Design III**
*Studio, 3 Credit Hours*
This course includes more advanced 3-D modeling and rendering methods for interior design visualization. Instruction will focus on digitally modeling a design with rectilinear and non-rectilinear geometry.

(IND 312)
IND 315  
**Sustainable Design**  
*Studio, 3 Credit Hours*  
Students will gain an understanding of sustainable design principles as a means of promoting health and well-being through environmentally-conscious methods. Projects will vary to engage students in residential and commercial applications of sustainability using biomimicry, Cradle-to-Cradle principles, and LEED certification guidelines. (IND 210)

IND 316  
**The Ecology of Design**  
*Lecture, 3 Credit Hours*  
Instruction incorporates an overview and analysis of the latest green philosophies, systems, and building products and provides an extensive compilation of current green literature and resources. Guest lecturers and field experiences are featured. (ENG 102)

IND 320  
**Advanced Commercial Design**  
*Studio, 3 Credit Hours*  
This course focuses on the specialized interiors required when planning for complex public environments such as hospitality-based venues and restaurants. Students develop concept statements, specifications, construction documents, and presentation materials. The semester culminates with a juried presentation to a panel of interior designers and architects. (IND 310)

IND 322  
**Global Sustainability**  
*Studio, 3 Credit Hours*  
Sustainable efforts around the globe provide the student with an awareness of the diverse options available in building construction, mechanicals, energy sources, and materials. This course examines various building systems that have historically been integrated into the design and construction process. Students study both indigenous structures and current case studies that exemplify sustainable principles. (IND 315)

IND 323  
**Built Environment: Sustainable Building Systems**  
*Studio, 3 Credit Hours*  
This course promotes a healthy, energy efficient way to build, which reduces environmental impact and slows the depletion of natural resources. Students examine sustainable approaches to materials, construction, site consideration, building design,
and the generation of energy. Students learn and apply new skills that are vital to the renovation and re-use of existing buildings. Students are equipped with the knowledge to design environments that make positive contributions to the community.

(IND 315)

**IND 402**

*Professional Practices*

*Lecture, 3 Credit Hours*

Students become familiar with standard business procedures encountered in the practice of interior design from sales to estimating and quotation writing. Ethics, professional organizations, and the NCIDQ exam are also topics included in discussion.

(IND 210)

**IND 403**

*Advanced Materials & Detailing*

*Lecture, 3 Credit Hours*

This course provides an advanced examination of materials used for interiors and furnishings. Coordination of elevations, sections, and details within student designed interior features such as millwork, furnishings and lighting will be emphasized.

(IND 203, 210, 312)

**IND 404**

*Lighting II*

*Lecture, 3 Credit Hours*

An advanced examination of lighting principles is the focus for this course with special emphasis on specific lighting problems. Lighting needs for restaurant, commercial, and other specialty locations will be included.

(IND 304)

**IND 405**

*Internship I*

*3 Credit Hours*

The student will work a total of 120 hours with a residential or commercial design firm or architectural firm to gain a wide range of experience in a professional setting. The experience is chronicled in a weekly journal with a summary of the internship required at the end of the semester. The mentor completes an evaluation of the student.

(Chair Approval Required)

**IND 406**

*Portfolio Design*

*Seminar, 3 Credit Hours*

This course provides the opportunity for interior design students to develop a professional portfolio. Emphasis is placed on organizing a strong body of work focused on a plan dictated by the students’ individual career goals.

(IND 312, 320)
IND 409
*Internship II*
3 Credit Hours
The student will work a total of 120 hours with a residential or commercial design firm or architectural firm to gain a wide range of experience in a professional setting. The experience is chronicled in a weekly journal with a summary of the internship required at the end of the semester. The mentor completes an evaluation of the student.
(IND 405 + Chair approval required)

IND 410
*Senior Thesis I*
*Studio, 3 Credit Hours*
This course deals with more advanced research methodology related to the design process. Through selected readings, three-dimensional projects, and individually selected research topics, a thesis question is generated culminating in the beginning of a tangible project to be completed the following semester. The research and project to date are presented at the end of the fall semester for critique.
(IND 312, 320)

IND 420
*Senior Thesis II*
*Studio, 3 Credit Hours*
The research from IND 410 forms the springboard for this semester-long project of the student’s choice. Instruction and guidance will be given by the course instructor. The project is presented mid-semester for critique, as well as at the end of the semester to a jury of professionals from the design and architecture community. A public exhibit of the Thesis Project follows the final presentations to the jury.
(IND 410)
Department of Photography

Mission
The Department of Photography is a studio-based program where students develop a fluency in the medium through understanding photographic processes and materials, critical thinking, and creative techniques. Graduates of the program are prepared to begin careers as professional artists, continue their education through the pursuit of an MFA degree, or apply their skills to positions within professional or commercial fields such as arts organizations, galleries and museums, or studios.

The Program
The Bachelor of Fine Arts Degree in Photography offers an exploration of personal image making and an examination of contemporary and historical photographic practices and traditions. The department incorporates a rigorous program that reinforces an outstanding foundation in visual arts and general education and gives students a well-rounded education preparing them for a career in photography. Through critique, demonstration, and discussion, students are engaged in a program that concentrates on technical competence, critical thinking, and creative techniques. Faculty play a vital role as mentors and advisors to students as they progress through the program.

In the first two years, students take courses in visual arts foundations and fundamentals of photography, both digital and darkroom, color photography, and the history of photography. The digital imaging and experimental video courses prepare students to embrace technology and multimedia art, while the alternative processes course builds an understanding of historical techniques in contemporary practice. Two studio lighting courses combine technical expertise in artificial lighting with creative interpretation for commercial and fine art photography. During the senior year, students research critical writings, prepare a thesis exhibition and paper, and investigate photographic professional practices. The department also assists students as they seek internships with photographers and professional organizations to further prepare them for their transition to a professional career.

Students are encouraged, but not required, to purchase a MacBook Pro laptop computer. Students are encouraged to purchase a DSLR with manual controls and RAW files their first semester and a medium format film camera the second semester.

Faculty
**Curriculum**
Bachelor of Fine Arts in Photography  120 Credit Hours

**Visual Arts Core Requirements**  12 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 161</td>
<td>2-D Design / Color Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ART 162</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 163</td>
<td>3-D Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 164</td>
<td>4-D Design (Time Based Media)</td>
<td>3</td>
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</table>

**Visual Arts Elective Explorations**  12 Credit Hours

Studio Electives  12

**Photography Major**  48 Credit Hours

<table>
<thead>
<tr>
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<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>PHO 101</td>
<td>Photography: A Cultural Lens</td>
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<td>PHO 102</td>
<td>A Critical Introduction to Photography</td>
<td>3</td>
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<tr>
<td>PHO 121</td>
<td>Photography I</td>
<td>3</td>
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<tr>
<td>PHO 231</td>
<td>Photography II</td>
<td>3</td>
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<tr>
<td>PHO 233</td>
<td>Photography III-A</td>
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<td>PHO 234</td>
<td>Photography III-B</td>
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<td>PHO 241</td>
<td>Introduction to Lighting</td>
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<tr>
<td>PHO 251</td>
<td>Digital Imaging</td>
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<td>PHO 342</td>
<td>Applied Lighting</td>
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<td>PHO 352</td>
<td>Experimental Video</td>
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<td>PHO 361</td>
<td>Alternative Processes</td>
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<td>PHO 3XX</td>
<td>Advanced Special Topic</td>
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<td>PHO 395</td>
<td>Junior Projects</td>
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<td>PHO 481</td>
<td>Seminar</td>
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<tr>
<td>PHO 482</td>
<td>Critical Writing</td>
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<tr>
<td>PHO 492</td>
<td>Senior Thesis &amp; Professional Practices</td>
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**General Education Core Requirements**  30 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANIT 101</td>
<td>Anthropology</td>
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<tr>
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<td>Art History Survey I</td>
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<tr>
<td>HIS 101</td>
<td>History of World Civilization I</td>
<td>3</td>
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<tr>
<td>HIS 102</td>
<td>History of World Civilization II</td>
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<tr>
<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
<td>3</td>
</tr>
<tr>
<td>SCI 3xx</td>
<td>Science Series (choose one)</td>
<td>3</td>
</tr>
</tbody>
</table>
(BFA in Photography Curriculum, continued)

<table>
<thead>
<tr>
<th>General Education Elective Explorations</th>
<th>18 Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 221 Modern Art History</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>ART 321 Contemporary Art History</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>General Education Electives</td>
<td>12 Credit Hours</td>
</tr>
</tbody>
</table>

**Total Hours** 120 Credit Hours
**Plan of Study**
Bachelor of Fine Arts in Photography

**First Year**
ART 101 Art History Survey I  
ART 161 2-D Design / Color Fundamentals  
ENG 101 English Composition I  
PHO 121 Photography I  
*General Education Core or Elective*  
(15 credit hours)

**Second Year**
ART 102 Art History Survey II  
ART 162 Drawing I  
ENG 102 English Composition II  
PHO 231 Photography II  
*General Education Core or Elective*  
(15 credit hours)

**Third Year**
ART 163 3-D Design  
PHO 102 A Critical Introduction to Photo  
PHO 233 Photography III-A  
PHO 241 Introduction to Lighting  
*General Education Core or Elective*  
(15 credit hours)

**Fourth Year**
ART 321 Contemporary Art History  
PHO 361 Alternative Processes  
PHO 352 Experimental Video  
PHO 395 Junior Projects  
General Education Core or Elective  
General Education Core or Elective  
(15 credit hours)

* Although this Plan of Study describes a 4-year completion schedule, full-time students who work while attending the institution, or who for various reasons cannot manage a 15-credit-hours-per-semester workload may alternatively plan to complete the degree program in 4-1/2 or 5 years. A majority of Watkins students have historically made the decision to complete their Plan of Study in 5 years. Since Watkins charges tuition by the credit hour rather than by the semester, the total cost of tuition remains the same regardless of whether the student completes the BFA in 4, 4-1/2, or 5 years.
Photography Course Descriptions
(Prerequisites are listed in parentheses.)

PHO 101
Photography: A Cultural Lens
Lecture, 3 Credit Hours
This course is a survey of the important events, ideas, images, and photographers in photographic history. Course information will cover the invention of the camera and its impact on art and culture, major movements in photography, and significant artists from early development through contemporary works.

PHO 102
A Critical Introduction to Photography
Lecture, 3 Credit Hours
Course lectures concentrate on artists, essays, and an introduction to critical analysis of photographic genres and contemporary works. Students explore all aspects of the medium through discussion and individual research.
(PHO 101 or other photo based history classes offered in the Department of Fine Art or Department of Photography will fulfill the requirement for this class.)

PHO 121
Photography I
Studio, 3 Credit Hours
This is an introduction to basic photography, providing a foundation in photographic techniques and artistic aesthetics. Emphasis is on developing strong technical skills with the digital camera as well as developing critical awareness of the photographic medium through assignments and critiques. A digital camera with manual exposure and RAW file capture is required.

PHO 201X
Special Topics in Photographic History
Lecture, 3 Credit Hours
   PHO 201A Photography and Modern Memory

PHO 231
Photography II
Studio, 3 Credit Hours
In this introduction to the materials and techniques of color photography, students use medium format film cameras for assignments. Lectures explore color theory, technical aspects of negative films, color correction, and software applications for digital printing. The study of color photography is examined through group critiques, lectures, and discussions of contemporary photography. Students learn essential information needed to work successfully in color photography while concentrating on creative development. A medium format camera with manual exposure is required.
(PHO 121)
PHO 233  
*Photography III-A*

*Studio, 3 Credit Hours*
This is an introduction to analog photography using medium and large format cameras. Students will gain a foundation in darkroom photographic techniques, with an emphasis on developing strong technical skills in film processing, photographic printing techniques, and darkroom practices. Through assignments and critiques, students continue working on critical issues in photography as well as on composition and content. *Students are encouraged to take Photography III-A and Photography III-B in consecutive semesters.* (PHO 121)

PHO 234  
*Photography III-B*

*Studio, 3 Credit Hours*
This is a demanding, highly technical course where students learn advanced technical black and white photography. Students learn the zone system and processing formulas for paper and film in order to create the pre-visualized print. Using technical information, students create a body of work exercising individual expression, interpretation and technical skill. *Students are encouraged to take Photography III-A and Photography III-B in consecutive semesters.* (PHO 233)

PHO 241  
*Introduction to Lighting*

*Studio, 3 Credit Hours*
This is an intensive course in artificial lighting techniques. Lectures and demonstrations introduce students to tungsten and strobe lighting and its application to commercial and fine art photography. Students learn to control artificial light sources by applying learned skills to studio and location assignments. Emphasis is on technical control and creative applications for product, portrait, editorial, and fine art visual communication. (PHO 121, 231, ART 163)

PHO 251  
*Digital Imaging*

*Studio, 3 Credit Hours*
This is an introduction to creative uses of image-editing and web-based software. Students learn advanced image-making techniques using Macintosh computers, flatbed and film scanning equipment, and professional printers. Students investigate the growing use of digital imagery and the Internet, and their influence on photography and culture. Works by contemporary artists who use digital media are introduced. (ART 161, PHO 121)
PHO 300  
*Portfolio Review*  
*Does not earn academic credit*  
Student work from PHO 121 and 231 will be reviewed each year by Photography Faculty. Students will not be allowed to enroll in upper-division photography courses until they pass this review.  
*(PHO 121, 232)*

PHO 342  
*Applied Lighting*  
*Studio, 3 Credit Hours*  
Building on Introduction to Lighting, students develop a portfolio of advanced work using artificial lighting techniques. The portfolio consists of self-defined projects for commercial or fine art photography. Students participate in group critiques and discussions emphasizing technical skill, creativity, and presentation.  
*(PHO 241)*

PHO 352  
*Experimental Video*  
*Studio, 3 Credit Hours*  
This course is designed to expand students’ understanding and skills in photography into a time based media. Class lectures discuss video artists and the impact of video art on photography and culture. Students learn to operate the video camera and edit audio and video using software for final presentation.  
*(ART 164, PHO 251)*

PHO 361  
*Alternative Processes*  
*Studio, 3 Credit Hours*  
Students learn to make digital negatives and positives, and prepare chemicals and paper for Cyanotype, VanDyke, and Platinum-Palladium and other alternative processes. Lectures, demonstrations, and group critiques explore the visual possibilities of these processes.  
*(PHO 121)*

PHO 3XX  
*Advanced Special Topics*  
*Studio, 3 Credit Hours*  
This course introduces students to a variety of photographic genres. The class will concentrate on one topic such as documentary, experimental camera, artist’s books, and printmaking for photography, or organized Study Abroad trips. Students explore personal image making through self-assigned projects and discussions on ideas, content, and critical theory as it applies to the class topic and their own work. This course may be repeated.  
*(Prerequisites will vary depending upon course topic)*
Examples:
PHO 371 – Advanced Special Topics: Study Abroad/Scotland
PHO 371A – Advanced Special Topics: Study Abroad/Japan
PHO 373 – Advanced Special Topics: Book Arts
PHO 375 – Create, Curate & Exhibit
PHO 376 – Advanced Special Topics: Documentary
PHO 378 – Advanced Special Topics: Photography In A 3-D Space
PHO 379 – Advanced Special Topics: Experimental Photography
PHO 380 – Printmaking for Photographers
PHO 381 – Large Format Photography
PHO 382 – Electronic Media
PHO 383 – Advanced Curatorial Studies
PHO 384 – On the Road: Photographic Explorations

PHO 391

**Internship**

*3 Credit Hours*

This course provides pre-professional experience in photography. It places photography majors into a relationship with a sponsoring entity within the public, private, corporate, or government sector. It is expected that, under the guidance of a designated supervisor, the student will perform assignments typical of and contributing to the normal activities of the sponsor.

(Junior standing; Advisor’s approval)

**PHO 395**

**Junior Projects**

* Studio, 3 Credit Hours*

Building on conceptual and technical practices, students explore more demanding and open-ended projects and writing assignments. Students have the option of curating a show of work to end the semester.

(Permission from Chair)

**PHO 481**

**Seminar**

* Studio, 3 Credit Hours*

Students explore new concepts and techniques and develop a body of work that carries over into their degree work. Professional practices are introduced.

(PhO 395)
PHO 482
Critical Writing
Studio, 3 Credit Hours
Students research issues in contemporary photography. Discussions, lectures, and writing assignments will concentrate on theory and criticism and focus on contemporary ideas about photography, the questions that are raised, and the student's considered response. The final project will integrate the students' work into historical and contemporary art.
(PHO 101, 102 or equivalent)

PHO 492
Senior Thesis & Professional Practices
Studio, 3 Credit Hours
Building on Seminar and Critical Writing, this course provides practical experience in preparing and producing a body of artwork for exhibition. Students continue to explore professional practices and business applications in preparation for a career in the arts. Students write a thesis paper, produce a body of work for exhibition, and make a public presentation to fulfill graduation requirements.
(PHO 481)
The Bachelor of Arts in Art degree program works in concert with the General Education Curriculum to provide the student with a rich critical matrix to understand developments in the visual arts. This degree is structured around a broadly based framework in the humanities from which students can pursue a concentration in one or more of the disciplines represented by the BFA degree programs. The program will also prepare students to apply for graduate work in a wide variety of areas, knowing that they have an intellectually diverse background to meet the challenges of the Twenty-First Century.

Students in the BA program will choose a concentration from the list provided below:

**Photography**
The Photography Concentration provides the student with ample background knowledge in the history of photography as well as a basic set of photographic skills. The photograph has become the *lingua franca* of our media age.

**Film & Time Based Media**
The Film and Time Based Media Concentration introduces students to the history of film and allows students to consider ways in which the fourth dimension can become a powerful investigative tool in the hands of the artist. It also emphasizes ways in which time can be used in non-cinematic and cinematic contexts.

**Painting & Drawing**
The Painting and Drawing Concentration provides the student with a full range of skills to make additions to the rich history and cultural complexity of this tradition. Students will also investigate museums and galleries in the city and region.

**Drawing & Printmaking**
The Drawing and Printmaking Concentration allows students to explore and develop a comprehensive approach to understanding, defining, and making prints.

**Ceramics & Sculpture**
The Ceramics and Sculpture Concentration allows students to investigate the artistic potential of this three-dimensional medium using both additive and subtractive methods as well as mold making. Students will explore materiality of clay and glass along will become familiar with key artifacts and movements in this growing fine art area.
**Curriculum**
Bachelor of Arts in Art 120 Credit Hours

### General Education Core Requirements 30 Credit Hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ANT 101</td>
<td>Anthropology</td>
<td>3</td>
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<tr>
<td>ART 101</td>
<td>Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>ART 102</td>
<td>Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>COM 220</td>
<td>Fundamentals of Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
<td>3</td>
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<tr>
<td>ENG 102</td>
<td>English Composition II</td>
<td>3</td>
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<tr>
<td>HIS 101</td>
<td>World Civilizations I</td>
<td>3</td>
</tr>
<tr>
<td>HIS 102</td>
<td>World Civilizations II</td>
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<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
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<td>Science Series (choose one)</td>
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### Art History 15 Credit Hours

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<tbody>
<tr>
<td>ART 221</td>
<td>Modern Art History</td>
<td>3</td>
</tr>
<tr>
<td>ART 2XX</td>
<td>Art History – Special Topics</td>
<td>3</td>
</tr>
<tr>
<td>ART 321</td>
<td>Contemporary Art History</td>
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Art History Electives (Choose 2 Courses): 6

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>PHO 101</td>
<td>Photography: A Cultural Lens</td>
<td></td>
</tr>
<tr>
<td>PHO 102</td>
<td>A Critical Introduction to Photography</td>
<td></td>
</tr>
<tr>
<td>GRD 101</td>
<td>History of Graphic Design I</td>
<td></td>
</tr>
<tr>
<td>GRD 102</td>
<td>History of Graphic Design II</td>
<td></td>
</tr>
<tr>
<td>FLM 201</td>
<td>Early Development of Cinema</td>
<td></td>
</tr>
<tr>
<td>FLM 202</td>
<td>Modern International Cinema</td>
<td></td>
</tr>
<tr>
<td>IND 206</td>
<td>History of Architecture &amp; Interiors I</td>
<td></td>
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<tr>
<td>IND 207</td>
<td>History of Architecture &amp; Interiors II</td>
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</table>

### Visual Arts Core Requirements 12 Credit Hours

<table>
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<tr>
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<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>ART 161</td>
<td>2-D Design / Color Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>ART 162</td>
<td>Drawing I</td>
<td>3</td>
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<tr>
<td>ART 163</td>
<td>3-D Design</td>
<td>3</td>
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<tr>
<td>ART 164</td>
<td>4-D Design (Time Based Media)</td>
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</table>

### Studio Fundamentals 21 Credit Hours

<table>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ART 231</td>
<td>Sculpture I</td>
<td>3</td>
</tr>
<tr>
<td>ART 241</td>
<td>Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 251</td>
<td>Clay I</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Printmaking I</td>
<td>3</td>
</tr>
<tr>
<td>FLM 103</td>
<td>Elements of Film Art</td>
<td>3</td>
</tr>
<tr>
<td>IND 101</td>
<td>Design Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>PHO 121</td>
<td>Photography I</td>
<td>3</td>
</tr>
</tbody>
</table>
(BA in Art Curriculum, continued)

**Studio Concentration** 12 Credit Hours

Choose 12 hours (4 courses) from courses in one of the following areas of concentration:
- Film & Time Based Media
- Ceramics & Sculpture
- Painting & Drawing
- Drawing & Printmaking
- Photography

**General Education (Non-Art) Electives** 15 Credit Hours

**Electives** 15 Credit Hours

**Total Hours** 120 Credit Hours

*At least 30 Credit Hours must be earned in upper-division (300/400 level) courses.*
Plan of Study*
Bachelor of Arts in Art

First Year
ART 101 Art History Survey I
ENG 101 English Composition I
ART 161 2-D Design / Color Fundamentals
HIS 101 World Civilization I
FLM 103 Elements of Film Art  
(15 Credit Hours)

ART 102 Art History Survey II
ENG 102 English Composition II
ART 162 Drawing I
HIS 102 World Civilization II
ART 163 3-D Design
(15 Credit Hours)

Second Year
SCI 3xx Science Series (choose one)
ART 221 Modern Art History
ANT 101 Anthropology
ART 164 4-D Design
IND 101 Design Fundamentals  
(15 Credit Hours)

MAT 101 Mathematics for Visual Arts
ART 2XX Special Topics Series
COM 220 Fund of Speech Comm
ART 231 Sculpture I
ART 241 Painting I
(15 Credit Hours)

Third Year
ART 321 Contemporary Art History
Art History Elective
Concentration I  
(15 Credit Hours)

Art History Elective  
(15 Credit Hours)

Concentration II
PHO 121 Photography I
ART 261 Printmaking I  
(15 Credit Hours)

Fourth Year
Concentration III  
(15 Credit Hours)

Concentration IV
General (Non-Art) Elective
General (Non-Art) Elective  
(15 Credit Hours)

General (Non-Art) Elective  
(15 Credit Hours)

Elective
Elective
Elective
Elective
Elective
(15 Credit Hours)
(15 Credit Hours)
(15 Credit Hours)
(15 Credit Hours)
(15 Credit Hours)

* Although this Plan of Study describes a 4-year completion schedule, full-time students who work while attending the institution, or who for various reasons cannot manage a 15-credit-hours-per-semester workload may alternatively plan to complete the degree program in 4-1/2 or 5 years. A majority of Watkins students have historically made the decision to complete their Plan of Study in 5 years. Since Watkins charges tuition by the credit hour rather than by the semester, the total cost of tuition remains the same regardless of whether the student completes the BFA in 4, 4-1/2, or 5 years.
Bachelor of Arts Course Descriptions

Course Descriptions for the Bachelor of Arts degree program can be found in the sections of the catalog that describe the BFA program curricula, and in the separate section which describes the General Education curriculum. The courses taken for academic credit within the Bachelor of Arts degree program are the same as those taken for credit within the BFA programs. However, the sequencing and curricular structure has been changed to meet the different program requirements of the Bachelor of Arts in Art degree program.
The General Education Program at Watkins serves a fundamental and foundational role in the institution’s pursuit of its mission (see page 6). Specific required and elective courses in communications, humanities, and the sciences enable students to progress comprehensively through the curriculum, entering the advanced courses in their major programs as critical, analytical thinkers able to understand and solve problems. These students will have also developed a perspective relative to those problems in their historical, cultural, and physical context, and they will be able to express their thinking about those problems as effective writers and speakers. Other specific required and elective courses in General Education provide a fundamental Visual Arts Core curriculum that, taken together, insures that students understand and are proficient in the basic principles and applications that form the necessary foundation for students to succeed in their major programs as artists, designers, photographers, or filmmakers.

Each course in General Education is designed to focus specific learning objectives to meet the goals outlined above. Similar and complementary learning objectives are also found within all courses offered in the academic major programs. The learning relationship between General Education and the academic major programs is direct, significant, and critical to the institution’s commitment to its mission. All degree-seeking students at Watkins, regardless of their academic major, must successfully complete the General Education program. Watkins will accept appropriate transfer credit for courses in General Education. See page 98-99 for more information.

**Faculty**


Tom Williams (2011) – Assistant Professor of Art History – BA Art History (1997) University of West Florida; MA Art History (2000) State University of New York, Stony Brook; PhD Art History (2008) State University of New York, Stony Brook
**Curriculum**

General Education 60 Credit Hours
(Prerequisites are shown in parentheses.)

<table>
<thead>
<tr>
<th>General Education Core Requirement</th>
<th>30 Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 101 Anthropology</td>
<td>3 Credit Hours</td>
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<tr>
<td>ART 101 Art History Survey I</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>ART 102 Art History Survey II</td>
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<tr>
<td>COM 220 Fundamentals of Speech Communication</td>
<td>3 Credit Hours</td>
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<tr>
<td>ENG 101 English Composition I</td>
<td>3 Credit Hours</td>
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<tr>
<td>ENG 102 English Composition II</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>HIS 101 World Civilizations I</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>HIS 102 World Civilizations II</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>MAT 101 Mathematics for Visual Arts</td>
<td>3 Credit Hours</td>
</tr>
</tbody>
</table>

Science Requirement (choose one) 3 Credit Hours

SCI 310 History of Scientific Thought
or
SCI 315 Biology in the Visual Arts

**General Education Elective Explorations**

*Some of these courses may be required by a student’s major.*

**Select Three Courses** 9 Credit Hours

<table>
<thead>
<tr>
<th>Select Courses</th>
<th>Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>ART 221 Modern Art History (ART 102)</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>ART 2XX Art History – Special Topics Series (ART 102)</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>ART 321 Contemporary Art History (ART 102)</td>
<td>3 Credit Hours</td>
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<tr>
<td>ENG 310 Creative Writing (ENG 102)</td>
<td>3 Credit Hours</td>
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<tr>
<td>ENG 410 Classical Literature</td>
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<tr>
<td>ENG 420 Literature of the Other</td>
<td>3 Credit Hours</td>
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<tr>
<td>HUM 201 Art &amp; Design Explorations Abroad (ART 102)</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>HUM 220 World Mythologies</td>
<td>3 Credit Hours</td>
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<tr>
<td>FLM 201 The Early Development of Cinema</td>
<td>3 Credit Hours</td>
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<td>FLM 202 Modern International Cinema</td>
<td>3 Credit Hours</td>
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<tr>
<td>FLM 2XX Special Topics in Film</td>
<td>3 Credit Hours</td>
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<tr>
<td>GRD 101 History of Graphic Design I</td>
<td>3 Credit Hours</td>
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<tr>
<td>GRD 102 History of Graphic Design II</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>IND 203 Interior Materials &amp; Specifications</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>IND 205 Textiles &amp; Furnishings</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>IND 206 History of Architecture &amp; Interiors I</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>IND 207 History of Architecture &amp; Interiors II</td>
<td>3 Credit Hours</td>
</tr>
<tr>
<td>IND 305 20th Century Design</td>
<td>3 Credit Hours</td>
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<tr>
<td>PHO 101 Photography, a Cultural Lens</td>
<td>3 Credit Hours</td>
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<tr>
<td>PHO 102 A Critical Intro to Photography (PHO 101)</td>
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<tr>
<td>PHL 220 Introduction to Philosophy</td>
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<td>PHL 301 Ethics</td>
<td>3 Credit Hours</td>
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</table>
(General Education Curriculum, continued)

<table>
<thead>
<tr>
<th>Visual Arts Core Requirement</th>
<th>12 Credit Hours</th>
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<tbody>
<tr>
<td>ART 161 2-D Design / Color Fundamentals**</td>
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<tr>
<td>ART 162 Drawing I</td>
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<tr>
<td>ART 163 3-D Design</td>
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<tr>
<td>ART 164 4-D Design (Time Based Media)</td>
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</table>

<table>
<thead>
<tr>
<th>Visual Arts Elective Explorations*</th>
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</thead>
<tbody>
<tr>
<td>Select Three Courses</td>
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</tr>
<tr>
<td>ART 165 Drawing II (ART 162)</td>
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<tr>
<td>ART 201 Figure Study I</td>
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</tr>
<tr>
<td>ART 231 Sculpture I (ART 161,162,163)</td>
<td>3</td>
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<tr>
<td>ART 241 Painting I (ART 161, 162)</td>
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<td>ART 251 Clay I (ART 161, 162, 163)</td>
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<td>ART 252 Clay II (ART 251)</td>
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<tr>
<td>ART 261 Printmaking I (ART 161, 162)</td>
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<tr>
<td>ART 364 Time Based Media II (ART 264)</td>
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<tr>
<td>FLM 103 Elements of Film Art</td>
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<td>FLM 112 Tech I</td>
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<td>FLM 204 Intro to Screenwriting (ENG 102, FLM 103)</td>
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<td>FLM 210 Film Production I (ENG 102, FLM 103, 112)</td>
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<td>GRD 230 Computer Studio I</td>
<td>3</td>
</tr>
<tr>
<td>GRD 321 Illustration I (ART 161, 162)</td>
<td>3</td>
</tr>
<tr>
<td>IND 101 Design Fundamentals**</td>
<td>3</td>
</tr>
<tr>
<td>IND 111 Architectural Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>PHO 121 Photography I</td>
<td>3</td>
</tr>
<tr>
<td>PHO 231 Photography II (PHO 121)</td>
<td>3</td>
</tr>
<tr>
<td>PHO 251 Digital Imaging (ART 161, PHO 121)</td>
<td>3</td>
</tr>
<tr>
<td>PHO 352 Experimental Video (ART 164, PHO 251)</td>
<td>3</td>
</tr>
</tbody>
</table>

| General Education Total Hours                 | 60 Credit Hours |

* Some of these courses may be required by a student's major. Visual Arts Elective Explorations courses are open to all students on a space available basis with majors within the discipline having first priority.
** Since these courses are equivalent and interchangeable, only one can be taken for credit toward any degree program.
General Education Course Descriptions
(Prerequisites are listed in parentheses.)

ANT 101
Anthropology
Lecture, 3 Credit Hours
An overview of key elements in the study of primitive cultures, with an emphasis on selected primitive societies, their basic belief systems, myths, and values thereby generating respect for diversity.

BUS 300
The Business of Art and Design
Lecture, 3 Credit Hours
This course provides the knowledge and skills to develop a practical plan for a business venture in art and design. Students will learn the elements needed to establish, fund, organize and manage a career in art and design. Available to students in all programs. (ENG 101, 102)

COM 220
Fundamentals of Speech Communication
Lecture, 3 Credit Hours
Principles and practices of effective oral communication. Readings, lectures, and in-class exercises focusing on the preparation and delivery of four major presentations. Emphasis is on research and critical thinking to develop and support ideas, effective organizational and presentational techniques, ethics and responsibilities in public communication, effective listening, and insightful critique.

ENG 101
English Composition I
Lecture, 3 Credit Hours
An overview of the conventions of grammar and an emphasis on effective expository and persuasive writing, with attention given to the principles of research techniques and expressing thoughts and ideas clearly.

ENG 102
English Composition II
Lecture, 3 Credit Hours
A continuation of English Composition I with emphasis on the principles of professional and technical writing as well as extended exercises on research methods and critical thinking. (ENG 101)
ENG 210  
*Classics of Modern Literature*  
*Lecture, 3 Credit Hours*  
A study of selected classics of nineteenth or twentieth century literature, with an emphasis on works that have been adapted to other art forms. Topics of concentration vary.  
(ENG 102)

ENG 310  
*Creative Writing*  
*Lecture, 3 Credit Hours*  
An introduction to the art of writing. Various genres such as poetry, fiction, drama, and others may be explored or emphasis may be given to one specific genre as it relates to the arts.  
(ENG 102)

ENG 311  
*Advanced Creative Writing*  
*Lecture, 3 Credit Hours*  
An intensive, specialized writing course focusing on developing an appreciation of genres of creative writing and on providing students with instruction, practice, and critique of their efforts as emerging creative writers.  
(ENG 310 or Chair Approval Required)

ENG 312  
*Special Topics in Creative Writing*  
*Lecture, 3 Credit Hours*  
This concentrates on various topics in creative writing or study of a particular genre or technique.  
(ENG 102)

ENG 315  
*Contemporary American Short Fiction*  
*Lecture, 3 Credit Hours*  
This course will offer an overview of the short story form in modern American literature, beginning with mid-twentieth century work and continuing into the contemporary era. Students will be asked to analyze and respond to assigned stories in terms of formal structure and aesthetics, relationship to social and political context, and literary movements. We will also consider short fiction’s relationship to – or intermingling with – other media, in particular, audio and film adaptation. Collaborations between short fiction writers and other artists will be examined.  
(ENG 102)
ENG 350
_Southern Gothic Literature_
_Lecture, 3 Credit Hours_
This course is a study of selected works in the Gothic tradition of literature of the American South, with an emphasis on works that have been adapted to other art forms.
(ENG 102)

ENG 400
_Graphic Novels as Literature_
_Lecture, 3 Credit Hours_
An examination of graphic novels and how their contents fits into social and historical context as well as specific literary genres, themes, and motifs.
(ENG 102)

ENG 401
_Studies in American Literature_
_Lecture, 3 Credit Hours_
A survey of American literature with an emphasis on particular authors, themes, genres and periods.
(ENG 102)

ENG 401A
_Banned Books_
_Lecture, 3 Credit Hours_
This course examines texts that have been classified as taboo, seized, and/or burned in the United States. Students will also explore the religious, political, and social reasons for the censorship and the impact on the success of the work.
(ENG 102)

ENG 402
_Studies in British Literature_
_Lecture, 3 Credit Hours_
A survey of British literature with emphasis on particular authors, themes, genres and periods.
(ENG 102)

ENG 403
_Studies in Contemporary Literature_
_Lecture, 3 Credit Hours_
A survey of major authors, literary movements and themes since 1945.
(ENG 102)
ENG 403A
*The Novels of Chuck Palahniuk*
*Lecture, 3 Credit Hours*
This course examines the work of the best-selling cult author and explores themes of gender, identity, and social commentary. 
(ENG 102)

ENG 403B
*Coming of Age Narratives*
*Lecture, 3 Credit Hours*
This course examines coming of age narratives, the themes they share, and the sociocultural paradigms they reflect or resist in literature, film, and graphic novels. 
(ENG 102)

ENG 410
*Classical Literature*
*Lecture, 3 Credit Hours*
This class is a study of a select group of literary gems from a wide variety of classical sources from the Greeks to the Romans. Some related material from other cultures may be included for context. 
(ENG 102)

ENG 420
*Literature of the Other*
*Lecture, 3 Credit Hours*
A class devoted to the study of selected literary works, which emphasize non-traditional voices and outsider art. 
(ENG 102)

HIS 101
*History of World Civilization I*
*Lecture, 3 Credit Hours*
A survey of the cultural, social, economic, and political aspects of significant civilizations from prehistory through the Seventeenth Century.

HIS 102
*History of World Civilization II*
*Lecture, 3 Credit Hours*
A survey of the cultural, social, economic, and political aspects of significant civilizations from the Eighteenth Century to the present.

HUM 200
*Art & Design Explorations Abroad*
*Lecture, 3 Credit Hours*
A first-hand encounter with one or more major centers of art and culture in foreign nations, emphasizing art and design values. (ART 102)
HUM 220  
World Mythologies  
Lecture, 3 Credit Hours  
A study of myths, legends, and their related images in order to clarify modern belief systems. Particular emphasis is placed on visual depictions of myths and the use of mythology in storytelling.

HUM 300  
Poetry and Film  
Lecture, 3 Credit Hours  
This course analyzes modern and contemporary poetry as it relates to modern cinema in order to discover the possibilities inherent in the language/image interface throughout the 20th century and into the 21st century.  
(ENG 102)

HUM 310  
Literature in Film  
Lecture, 3 Credit Hours  
This course examines the evolution of literary works into screenplays and, finally, into cinematic adaptations.  
(ENG 102)

MAT 101  
Mathematics for Visual Arts  
Lecture, 3 Credit Hours  
A study of basic mathematics, algebra, and geometry as these show demonstrated use in modern life with applications to art and design.

PHL 220  
Introduction to Philosophy  
Lecture, 3 Credit Hours  
A survey of the basic issues and problems of philosophy through selected readings in the works of leading philosophers from the ancient Greeks to contemporary thinkers.

PHL 300  
Philosophy and Nonviolence  
Lecture, 3 Credit Hours  
This course is intended to introduce students to the idea and the development of the idea of principled nonviolence and to investigate in general terms how the idea of nonviolence has developed and changed over time. Students will explore the leaders and the ideas of nonviolence as representing an important, but often overlooked and undervalued American tradition. The purpose of this class, then, is to trace and reclaim that tradition.
PHL 301

Ethics
Lecture, 3 Credit Hours
Introduces students to basic approaches to ethics and morality from a multicultural perspective.

PHL 302

Special Topics: Faust
This course introduces students to the idea of the so-called Faustian pact with the devil in literature, film, and music.

PHL 310

Aesthetics
Lecture, 3 Credit Hours
A study of the philosophy of art from ancient times to the present providing a developmental history of theories concerning the art object, creativity, beauty, genius, and the modern and postmodern aesthetic theories that form the intellectual context of much contemporary art.

PHL 3XX - Series

Topics in Philosophy
Lecture, 3 Credit Hours
Various issues in Philosophy. Examples include:

    PHL 315
    Topics in Philosophy: J.R.R. Tolkien
    Students will examine The Lord of the Rings trilogy by taking the story seriously as myth.

REL 201

World Religion
Lecture, 3 Credit Hours
This course is designed to introduce students to some of the major religious traditions of the world: Santana Dharma (Hinduism); Buddhism; Confucianism; Taoism; Judaism; Christianity; Islam; Primal/Tribal Religions.

SCI 3xx Science Series:

SCI 310

History of Scientific Thought
Lecture, 3 Credit Hours
An examination of some of the breakthrough theories in the history of science and of the minds that conceived them. The effect upon society and culture of these thinkers as well as the general course of empirical thinking is addressed.
SCI 315
*Biology in the Visual Arts*
*Lecture, 3 Credit Hours*
This course combines formal instruction in the core concepts of biology with artistic exploration of biological phenomena, ideas, discoveries, questions, or research techniques to be selected by each student individually.
College life is more than what is learned inside the classroom. The mission of the Office of Student Life is to identify and provide learning opportunities designed to enhance the student experience at Watkins College of Art, Design & Film. The Office of Student Life strives to create an environment of inclusion, safety, involvement, and community to produce successful practicing artists. The office manages the following: career planning, counseling referrals, disability services, housing, international student advisement, orientation, recreation, student retention, student activities, and student health and wellness.

**Career Planning**
Career Services Office serves the college by assisting current students with the management of career planning and resume-building strategies. Students have access to information about job, internship and volunteer opportunities specific to their major. The office maintains relationships with the Nashville Community to explore and initiate direct opportunities for students of Watkins College of Art, Design & Film.

The goal of the Career Services Coordinator is to support students’ pursuit of “real world” opportunities related to their field of study. Some of these opportunities may be eligible for students to use as academic credits. Academic Internships must be approved by the department chairs of each respective program and are typically available to students at the junior and senior level.

Services include: resume consultation, career workshops and seminars, online job postings, a weekly *Student Email Newsletter* that includes job opportunities and listings of available internships.

Watkins students are encouraged to get involved with the community through the many opportunities presented by the Career Services Office. These experiences will help to build their resumes prior to graduation.

**Accommodations For Students With Disabilities**
Accommodations are available for students with diagnosed physical, learning, psychiatric, or other disabilities upon request. Students seeking accommodations for a disability or disabling condition should contact the Director of Student Life as soon as possible upon arrival to begin the accommodations process. If the accommodations are relevant to on-campus housing, this process should begin with the first housing inquiry. Accommodations cannot be requested retroactively. Accommodations are determined and implemented on a case-by-case basis as is reasonable and appropriate and may include but are not limited to: extended time on tests and in-class assignments, note-taking assistance or access to class notes, flexible course scheduling, and/or reduced course load.

The Office of Student Life will support students in communicating with professors to arrange and implement the approved accommodations. Students with disabilities are encouraged to communicate with their faculty, but are not required to disclose specific
diagnoses. Upon student request, a letter will be sent to faculty members outlining approved accommodations and beginning the dialogue toward implementation for that semester. Given the variable nature of courses at Watkins, we recommend that students meet with the Director of Student Life at the beginning of each semester to reevaluate appropriate and reasonable accommodations.

For additional information contact the Director of Student Life. The Director can be contacted by phone at 615.277.7406 or at studentlife@watkins.edu. The Director’s office is located in the Cecy Reed Student Center.

**International Student Advising**

Watkins College of Art, Design & Film welcomes international student applications. Specific requirements must be met concerning the admission of international students. Students who wish to be admitted into the United States on a Student (F-1) Visa to attend Watkins must complete the following requirements:

1. Application must be made to one of the degree programs for full-time enrollment; all application requirements and deadlines must be met as stated in this catalog. Note that the application fee and enrollment deposit are different for international students. The application fee is $50. If a student meets all academic requirements for acceptance, the student must then:

2. Provide official verification of current scores from either the ACT or SAT test and official verification of current scores from the TOEFL test (minimum TOEFL score is 550 for the paper test, 213 for the computer test, 79-80 for the online test).

3. Verify Sponsorship. Students must provide a statement of support which shows that all expenses will be provided including tuition, fees, textbooks, and other school related expenses as well as living expenses;

4. An Enrollment Deposit of $2,000 must be paid, which is applied to the student’s first semester tuition. If the student is unable to enroll, this money is refundable; however, a $100 administrative fee is excluded from the refund.

When the above requirements are completed to the satisfaction of the College, form I-20AB is completed and sent to the student so that he or she may apply for an F-1 Visa. International students may have additional needs regarding cultural, social, and student status issues. The Office of Student Life serves as the point of contact for international students studying at Watkins. International students must see the Director of Student life immediately upon arrival to update status. Additionally, international students must confirm eligibility with the Director of Student Life when they make any change in enrollment status.

**NOTE:** Students admitted under F-1 status must be enrolled full-time (at least twelve credit hours per semester in Fall and Spring), may not be employed, and are not eligible for Financial Aid.
Policy on Harassment

Verbal or physical conduct by any employee, faculty member, or student that illegally harasses, disrupts, or interferes with the performance of another or which creates an intimidating, offensive, or hostile environment will not be tolerated.

Each faculty or staff member has a responsibility to maintain a workplace and/or classroom environment that is free of illegal harassment or discrimination.

It should be understood that harassment is primarily “in the eye of the beholder”. Any employee, faculty member, or student who believes that the actions or words of a supervisor, fellow employee, faculty member, or student constitute illegal harassment has a responsibility to report or complain as soon as possible. It should also be noted that the definition of harassment is not limited to the supervisor-employee or faculty-student relationship. Peer harassment of fellow employees or students will also be reported.

No faculty or staff member is to threaten or insinuate, either explicitly or implicitly, that an employee’s or student’s refusal to submit to sexual advances will adversely affect the person’s employment, grades, wages, advancement, assigned duties, or career development. In addition, no faculty or staff member is to favor in any way any employee, student, or applicant because that person has performed or shown a willingness to perform sexual favors for the faculty or staff member.

Other sexually harassing conduct at Watkins is also prohibited. Such conduct includes, but is not limited to: sexual flirtations, touching, advances, or propositions; verbal abuse of a sexual nature; graphic or suggestive comments about an individual’s dress or body; sexually degrading words used to describe an individual; and the display of sexually suggestive objects or pictures (the appropriate display of undraped figurative art objects excepted). Any sexual relationship between a student and a faculty member or between a student and a staff member is expressly prohibited. Pursuit of such a relationship may constitute harassment.

Any student who has a complaint regarding sexual harassment should immediately contact the Director of Student Life. All reports of harassment or of a consensual sexual relationship between a college employee and student will be investigated promptly, in a manner as impartial and confidential as possible. Formal complaints of sexual harassment of any student will be addressed by the Director of Student Life in the following manner: Upon receipt of a written complaint, an in-depth investigation will be conducted. After evaluating the specifics of the complaint, the Director of Student Life will issue a finding and seek to resolve the matter. In cases in which a student chooses not to file a formal complaint, the College may still take appropriate action being mindful of the complainant’s desire for confidentiality. In all cases, the person making a complaint is to be informed in writing about the findings and conclusions reached regarding the complaint.

Any employee who is found, after appropriate investigation, to have engaged in illegal harassment or a consensual sexual relationship with a student will be subject to appropriate disciplinary action, up to and including termination. For students, appropriate disciplinary action can include suspension or expulsion. Sexual harassment may also constitute a violation of state or federal law.
**Student Complaints and Grievances**

Situations may arise in which a student believes that he or she has not received fair treatment by a representative of the College or has a complaint about the performance, action, or inaction of a member of the staff or faculty affecting the student. A student who wishes to have a complaint addressed by the College should first use the Complaint Procedure outlined in the Student Handbook. If that proves unsatisfactory, the student can then utilize the Grievance Procedure also described in the Student Handbook. Students are encouraged to seek assistance with this process from the Vice President for Academic Affairs, their advisor, the Director of Student Life or another member of the faculty or staff, if appropriate. If the complaint by a student involves allegations of sexual harassment or any form of unlawful discrimination, the complaint should be made directly to the Director of Student Life, who will complete an in-depth investigation, issue a finding, and attempt to resolve the matter.

**Policy on Drugs, Alcohol, and Firearms**

Watkins College of Art, Design & Film provides a drug-free learning environment. The manufacture, distribution, possession, or use of illegal drugs on the property of the College, or in the performance of official Watkins business off-campus, is expressly prohibited. Such behavior is not only illegal; it also harms both the individual and the learning environment. Students of Watkins are responsible for knowing and complying with all applicable state and local laws that make it a crime to possess, sell, or manufacture those drugs considered to be controlled substances by the state of Tennessee. Violators of these laws are subject to both prosecution and punishment by civil authorities and to disciplinary proceedings by the College. Penalties to be imposed by the College may range from one-day suspension to expulsion.

Watkins College of Art, Design & Film’s policy on alcohol use is consistent with federal and state regulations which state that individuals under the age of twenty-one should not consume alcoholic beverages. Students found to be in violation of this policy will be required to arrange a disciplinary meeting with the Director of Student Life.

Possession of or use of firearms or other dangerous weapons of any kind on the property of Watkins is prohibited. As prescribed by state law, signs are posted at prominent locations at the College stating the criminal penalties for violation of this prohibition. This policy does not apply to authorized law enforcement officers in the actual discharge of official duties. The possession, ignition, or detonation of any object or article which could cause damage by fire or other means to persons or property or any substances which could be considered to be and are used as fireworks, explosives, or pyrotechnics is prohibited. Absolutely no exceptions are permitted except as authorized in writing by the President of the College.

**Student Insurance and College Liability**

Watkins facilities, including all parking and housing areas, are provided for the benefit and convenience of staff, students, and authorized visitors. A concerted effort is made to provide a safe and secure environment for staff and students and for their personal property, for College property, and for property of authorized visitors to the campus. At its present location, the College has experienced very little crime. Watkins also has an
excellent record in preventing personal injury accidents. However, Watkins does not and cannot assume responsibility for providing needed health and medical care resulting from accidents, injuries, or illnesses and for the loss of, theft of, or damage to personal belongings. The College strongly recommends that staff, students, and visitors to campus make provisions for health and accident insurance and for insurance for their personal property, including their automobiles. Staff, students, and visitors should be cautious about bringing large amounts of cash or very valuable personal property items to campus. The College also strongly advises students to read and follow the procedures in the Student Handbook regarding safety and security.

**Images of Students and Their Work**

Enrollment at Watkins College of Art, Design & Film constitutes an agreement by students to allow the College to use, reproduce, publish, and circulate photographs and other kinds of images of students and their work for the purposes of promoting and publicizing the institution and its mission, accomplishments, and services to its constituents. Proper attribution and identification will be made when possible, feasible, and appropriate.
Watkins College Catalog
The purpose of this catalog is to provide assistance for any student who wishes to enroll at Watkins College of Art, Design & Film. It contains general guidelines but is not intended to be inclusive of all policies and procedures, nor a contractual agreement. The College staff or the Board of Trustees may make corrections or updates to the content at any time, and may amend or change policies from time to time as necessary.

Academic Calendar
Watkins College of Art, Design & Film operates on a semester system with a 15-week Fall and Spring semester. In addition, Watkins offers a 3-week Maymester (during which students may enroll in one course that meets five days each week) and a 7-1/2 week Summer session.

Catalog of Entry
Each student is bound by the catalog program requirements in existence at the time of admission to degree-seeking status. However any student may elect to obtain a degree under the requirements of any subsequent catalog with the approval of the Department Chair and upon receipt by the Registrar of written notification. Should this initial approval not be granted, permission for any variance from catalog program requirements must be petitioned to the Vice President for Academic Affairs who has final authority for approval. Any decision made by the Vice President for Academic Affairs concerning variations from degree requirements, course order, or other academic policies will not set a precedent for any other individual consideration or circumstance.

Definition of a Credit Hour
A semester hour of credit represents at least 3 hours of work each week, on average, for a period of 15 weeks, as recommended by the National Association of Schools of Art and Design (NASAD). In studio courses, students can expect to devote 3 hours of productive work outside of class for every 6 hours spent in class. For example, a 3 credit hour studio course requires a total of 9 hours of work per week: 6 hours in class and 3 hours outside of class. In lecture courses, a 3 credit hour course requires 3 hours in class and 6 hours of work outside of class each week.

Course Credit – Full Time Status
To earn credit for a class, a student must successfully complete course requirements as determined by a passing grade awarded by the instructor and must have met College attendance requirements. Non-credit student may not change to credit status during a semester

During the Fall and Spring semesters, a student may enroll in as many classes as can be managed personally and academically, up to 15 credit hours. A student may register for
up to 3 credit hours during Maymester and up to 6 credit hours during the Summer session. Any student enrolled in at least 12 credit hours during the Fall or Spring semester is considered full-time for institutional purposes. Enrollment by any student for course credit in excess of 15 hours in any semester requires prior approval by the Vice President for Academic Affairs. Enrollment in at least 3 hours during Maymester and/or 6 credit hours during the Summer session is considered full time for institutional purposes. Fifteen (15) credit hours of enrollment each Fall and Spring semester will allow a student to graduate in 4 years. Students who choose to work while attending the institution, or who for various reasons cannot manage a 15-credit-hours-per-semester workload may alternatively plan to complete their degree program in 4-1/2 or 5 years. A majority of Watkins students have historically made the decision to complete their Plan of Study (see below) in 5 years. Since Watkins charges tuition by the credit hour rather than by the semester, the total cost of tuition remains the same regardless of whether the student completes the BFA or BA in 4, 4-1/2, or 5 years.

The Registrar accepts the responsibility for academic credit issued on each transcript.

**Student Classification**

The cumulative number of credit hours earned determines student classification.

- Freshmen 0-24
- Sophomore 25-57
- Junior 58-90
- Senior 91-120

**Academic Advisors**

Each entering student is assigned an academic advisor who is a faculty member within the expected major area of study. Although each student must assume the primary responsibility for the selection of courses that meet all academic requirements for the degree sought, the student’s academic advisor monitors academic progress and helps the student determine a plan for completing academic goals in a timely manner.

Each student is responsible for maintaining regular contact with the assigned advisor in order to be advised of changing course offerings and academic regulations. Academic advisors at Watkins are careful to provide accurate information. However, the assigned advisor is not responsible for protecting the student against misunderstandings of College regulations and policies. The College, therefore, cannot be responsible for any errors of interpretation that advisors may make. It is essential for each student to become familiar with the academic requirements of the program and the degree they are seeking.

An appointment may be made with the assigned advisor at any time the student wishes to discuss the plan of study. The registration schedule for each semester must be approved by the assigned advisor before the student is permitted to register.

**Plan of Study**

A detailed plan of the courses required for completion of the degree sought should be developed by each student in close consultation with the assigned academic advisor.
The importance of the study plan is to ensure that a coherent sequence of courses is followed, including all of the appropriate academic requirements leading to graduation. It is essential that this plan be reviewed periodically with the student’s faculty advisor because the advisor’s informal approval of the study plan does not constitute a contract obligating the College to confer a degree. It remains at all times the student’s responsibility to see that all applicable requirements are met. In order to avoid errors, the student is advised to keep a careful record of all college work, showing courses completed, courses in progress, when courses remaining to be taken will be attempted, and the intended date of graduation. Students are cautioned to be sure that their courses are planned in appropriate sequence, with needed prerequisite courses completed prior to enrolling in advanced courses.

**Prerequisites**

Each student is required to take all courses in the established prerequisite order. Proof of previous credit by official transcript is required before a student will be allowed to register for any course requiring a prerequisite, where that prerequisite credit was not taken at Watkins. In some cases, a student may be required to establish prerequisite proficiency by portfolio review.

**Credit by Examination**

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)
ADVANCED PLACEMENT (AP)
INTERNATIONAL BACCALAUREATE (IB)

Any student may earn college credit for acceptable scores from International Baccalaureate (IB), the College Level Examination Program (CLEP), and/or the Advanced Placement Examinations (AP) of the College Entrance Examination Board. Credit-by-examination earns credit toward graduation to meet program requirements but carries no grade or quality points and is not used in the factoring of the GPA. Such credit will be granted in an area only if no college work in that area has been taken previously, either attempted or completed, except with special approval by the Vice President for Academic Affairs.

Any student seeking to obtain college credit from these examinations must submit official score reports to the Office of the Registrar. Enrolled students are eligible to take CLEP tests but must obtain advance approval from the Vice President for Academic Affairs. The CLEP approval form is available from the Office of the Registrar. Test results are evaluated and recorded on the student’s transcript if credit is awarded.

Registration for AP or CLEP exams is available at: http://www.collegeboard.com/testing/
**CLEP Exam Credit** - Accepted students may submit scores from the following CLEP examinations for credit at Watkins:

<table>
<thead>
<tr>
<th>CLEP exam</th>
<th>Minimum score</th>
<th>Watkins course</th>
<th>Watkins credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman College Composition</td>
<td>50</td>
<td>ENG 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>Western Civilization I</td>
<td>50</td>
<td>HIS 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>Western Civilization II</td>
<td>50</td>
<td>HIS 102</td>
<td>3 hours</td>
</tr>
<tr>
<td>College Algebra</td>
<td>50</td>
<td>MAT 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>50</td>
<td>SCI 310 or 315</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

**AP Exam Credit** - Accepted students may submit scores from the following Advanced Placement examinations for credit at Watkins:

<table>
<thead>
<tr>
<th>AP exam</th>
<th>Minimum score</th>
<th>Watkins course</th>
<th>Watkins credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Language &amp; Composition</td>
<td>3</td>
<td>ENG 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>English Language &amp; Composition</td>
<td>4 or 5</td>
<td>ENG 101 &amp; 102</td>
<td>6 hours</td>
</tr>
<tr>
<td>Art History</td>
<td>4 or 5</td>
<td>ART 101 &amp; 102</td>
<td>6 hours</td>
</tr>
<tr>
<td>Art Studio</td>
<td>4 or 5</td>
<td>ART 161 &amp; 163</td>
<td>6 hours</td>
</tr>
<tr>
<td>Other General Education equivalents</td>
<td>3</td>
<td>General Education elective</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

**IB Course Credit** - Accepted students may submit scores from the following International Baccalaureate courses for credit at Watkins:

<table>
<thead>
<tr>
<th>IB course</th>
<th>Minimum score</th>
<th>Watkins course</th>
<th>Watkins credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology</td>
<td>5</td>
<td>ANT 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>Chemistry or Biology</td>
<td>7 or 5</td>
<td>SCI 310 or 315</td>
<td>3 hours</td>
</tr>
<tr>
<td>English A</td>
<td>5</td>
<td>ENG 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>History: All Regions</td>
<td>6</td>
<td>HIS 101 &amp; 102</td>
<td>6 hours</td>
</tr>
<tr>
<td>Mathematics</td>
<td>5</td>
<td>MAT 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>Other General Education equivalents</td>
<td>5</td>
<td>General Ed Elective</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

Any transfer student who was awarded IB, AP or CLEP credit by a previous institution must provide official score reports to Watkins from the College Entrance Examination Board. A listing of earned credits recorded on transcripts submitted from previous institutions does not constitute automatic acceptance without official score documentation.
**Testing Out of a Course**

Watkins does not have a test out policy. Students cannot test out of General Education courses except as facilitated through IB, AP, and CLEP.

**Dual Enrollment**

Watkins will offer for credit certain fundamental college-level courses to secondary school (high school) students in excellent academic standing (GPA of 3.0 or better). Any secondary school student (who has not yet received a high school diploma) who wishes to participate in this program must complete a special admission form, pay an application fee, provide a high school transcript, and have the recommendation of at least two high school teachers who taught classes for which she or he earned credit. Credits earned while enrolled in the Dual Enrollment program at Watkins are college-level courses. However, the acceptance of these credits by other institutions of higher learning is entirely at the discretion of the receiving institution. Officials at Watkins College, when requested, will assist any student in determining in advance if Watkins credits will be accepted at other specific colleges and universities. Students participating in the Dual Enrollment program will be governed by the same academic rules and regulations that apply to regular undergraduate students at Watkins. Participating students will be charged the same tuition and fees as regular undergraduate students. Additional information concerning Dual Enrollment, including a list of courses available under this program, may be obtained from the Office of Admissions.

**Transfer Credit**

**General Policies on Transfer Credit from Other Institutions**

Watkins accepts transfer credit from all regionally accredited institutions of higher learning. Students wishing to have credits transferred to the Watkins academic record must provide the Registrar with an official transcript sent directly from the prior college of attendance. Students who transfer to Watkins from institutions that are not members of a regional accrediting agency, and who wish to have credits transferred to the Watkins academic record must provide the Registrar with the following: an official transcript sent directly from the prior college of attendance, course descriptions, a syllabus and faculty credentials for each course for which they are requesting transfer credit. If sufficient information is not provided, Watkins reserves the right to request additional documentation to support credit acceptance. The Registrar, in consultation with the respective Department Chair, will review the documents for each course; and, if accepted, credits will be applied to student’s Watkins transcript. All credit hours must be applicable to the degree the student is seeking. Once the evaluation is complete, the student will receive an official copy of all coursework accepted in transfer.

Faculty, advisors, and other staff members at Watkins will provide informal assistance and consultation to prospective students about the applicability of specific transfer credits but these preliminary discussions are for general advisement purposes and are not official. The official evaluation and formal decision about General Education transfer credits must be completed by the Registrar. Evaluation of course work completed within
the major will be performed by the Department Chair. The Registrar will complete the official evaluation only after a prospective student has a complete application on file at Watkins and his or her application is under review by the Admissions Committee. The applicant must provide official transcripts from every institution attended and any other documentation requested by the Registrar or the College Admissions Committee. Courses successfully completed at other institutions and that meet Watkins transfer credit criteria will transfer; however not all transferred credits may be applicable to program requirements.

All questions of transfer credit are to be resolved **prior to the end of the first semester** of a student’s enrollment at Watkins. While transfer credits count toward meeting program and graduation requirements at Watkins, they are not used in factoring the GPA. Credits transferring to Watkins may not be determined from a listing of transfer credits on the transcript of another institution. An official transcript from each institution attended is required. Transfer of credit for studio courses may require a portfolio review. Developmental, remedial, or other courses below college level are not accepted for transfer credit. **Courses in which the applicant earned a grade below a C (2.0 on a 4.0 scale, or the equivalent) are not accepted for transfer credit.** Courses that are in progress at another institution will be considered, pending the receipt of an official transcript showing the posting of the final grade.

Transfer credit is awarded as semester hours only. Courses taken on the quarter system at other institutions must be converted to semester hours. Courses taken on the quarter system that appear equivalent to Watkins’ visual arts foundation courses or Watkins courses in a program major or concentration must in the conversion equal or exceed the semester hours at Watkins for credit to be awarded. However, equivalent content courses taken on the quarter system may in some instances be combined for transfer credit for equivalent Watkins courses. As a general rule, one quarter hour of credit equals 0.67 semester hours of credit in transfer, provided that all other requirements for transfer are met.

**Transfer Credit for General Education Courses**

Transfer credit of equivalent courses is accepted for required courses in the General Education program, subject to credit transfer policies, under the following guidelines:

**English Composition I**

Any first-semester college-level writing course may be accepted for this requirement. In addition, students who have received advanced standing by institutional exam at a previous institution and can substantiate the advanced standing by official transcript or with a letter from the previous institution’s Registrar will be deemed to have met this requirement.

**English Composition II**

Any second-semester or above college-level writing course may be accepted for this requirement.
**Speech Communications**
Any oral communication course emphasizing presentation skills may be accepted for this requirement.

**History of World Civilization I and II**
A wide variety of history courses that focus exclusively on Western or American civilizations will be considered in addition to World Civilization survey courses. More specialized courses presenting historical perspectives about nations and cultures of Africa, the Middle East, and the Far East are examples of other courses that will be considered to transfer for this requirement.

**The Natural Sciences**
Any college-level physical or life science course will be accepted for this requirement. Examples of science courses that will be accepted are astronomy, anatomy, biology or animal science, botany or plant science, chemistry, earth science, geology, general science, natural science, physics, and physical science. Social sciences do not apply.

**Mathematics**
Any college-level mathematics course will be accepted for this requirement. Developmental or remedial mathematics courses, even those taken at a college or university, cannot be accepted.

**General Education Electives**
All major programs at Watkins, except for the Certificate Program in Film, require that the student complete a prescribed number of elective courses in General Education. Watkins will accept for transfer a wide and diverse variety of courses to count toward the General Education elective requirement. For example, courses in these disciplines will be accepted for elective credit in General Education:
Natural Sciences: astronomy, biology, botany, chemistry, earth science, geology, physics, zoology, or scientific thought.
Social Sciences: anthropology, archaeology, economics, education, geography, global studies, labor studies, native studies, philosophy, political science, psychology, public administration, religion, sociology, or women's studies.
Art, art appreciation, communication, computer science, dance, history, humanities, literature, mathematics, music, theatre, and courses in many other disciplines.
Foreign language courses may be considered after other applicable courses have been transferred.

**Visual Arts Core**
All major programs at Watkins, except for the Certificate Program in Film, require students to take specific Visual Arts Core courses. Transfer credit is accepted for
courses that are directly equivalent in content and credit hours for these courses:
Art History Survey I and II
Modern Art History
Drawing I and II
2-D Design (provided that it includes Color Fundamentals)
3-D Design
4-D Design (Time Based Media)
Photography I

Transfer Credit for General Education Courses for Students with Previously Earned Associate's and Bachelor's Degrees
A transfer student who has previously earned an associate’s or bachelor’s degree from an appropriately accredited college or university is considered to have satisfied the requirements for the General Education program at Watkins in composition, history of world civilizations, natural sciences, social sciences, speech communication, and mathematics. An analysis of the student’s transfer credits by the Registrar and of the requirements of the student’s choice of academic program will determine the additional General Education requirements and Visual Arts Core requirements that the student must complete at Watkins.

Students pursuing the Certificate in Film must have a bachelor’s degree to enter the program. There are no General Education or Visual Arts Core requirements for students enrolling in this program.

Transfer Credit for Courses in Programs of Study
Transfer credit for equivalent courses may in some cases be accepted for required and elective courses in the degree and certificate programs at Watkins. Transfer courses must be directly equivalent in content and credit hours, as determined by the Registrar and the appropriate Department Chair.

Residency Requirements for Transfer Students
The BFA and BA degree programs require that a minimum of 36 credit hours must be completed at Watkins including at least 18 hours completed in the major. The Certificate Program in Film requires that a minimum of 24 credit hours must be completed at Watkins. The last 24 credit hours of any program must be completed at Watkins.

Experiential Learning Credit
In certain exceptional circumstances, Watkins College of Art, Design & Film will award college credit for experiences gained outside the classroom. To apply for experiential learning credit, a student must be admitted to the college. The Application for Experiential Learning Credit is available from the Office of the Registrar and must be submitted along with the required evidentiary portfolio and the ELC application fee. Once the application has been reviewed and credit recommended, the student must then pay
standard tuition and fees for the course. Experiential learning credit is only available for courses offered by Watkins as described in this catalog. Once the process has been completed, earned experiential learning credit can be applied toward degree requirements in any academic program at the college.

**Transient Status**

A student continuously enrolled in a degree program at Watkins may request transient status, which will allows 9 credit hours of classes at another institution concurrently with Watkins enrollment. All Transient requests must be approved by the student’s Department Chair and by the Vice President for Academic Affairs. The *Transient Status Approval* form is available from the Office of the Registrar. This policy also applies to requests to take summer classes at institutions other than Watkins and or on-line courses. When complete, it is the responsibility of the student to request an official transcript to be sent to Watkins’ Office of the Registrar. No student may apply more than 9 hours toward degree requirements (normally 3 courses) when they are taken as a transient student at another institution or on-line.

**Class Attendance**

Students are required to attend all meetings of every course, to be in class on time, to remain for the entire class period, and to participate in all class activities. Absence, tardiness, or early departure from classes is not tolerated and will result in lower grades, possible probation, or dismissal from the College. This may adversely affect a student’s eligibility for financial aid and GPA. Students may leave a class in session only in the case of an emergency, at official break times, or with the permission of the instructor. Students who miss more than one hour of a class session due to tardiness, early departure, or taking unofficial breaks without the permission of the instructor will be recorded as absent. There are no excused absences.

During the Fall and Spring semesters students may not miss more than 20% of total class time. This equates to no more than 6 class sessions for classes meeting twice a week and no more than 3 class sessions for classes meeting once a week. During Maymester, students may not miss more than 3 class sessions; during Summer session, no more than 5 class sessions may be missed. Absence beyond these limits will result in a grade of FN (Failure due to Non-attendance) being awarded.

Students may appeal a failing grade due to absences by submitting the appropriate form to the Vice President for Academic Affairs. Verifiable documentation must be presented in writing in support of the appeal. The decision of the Vice President for Academic Affairs on such an appeal is made in consultation with the instructor of record for the course. If the appeal is approved, the student will be required to do make-up work or an extra project.

Students who are enrolled in courses for non-credit (audit) are required to complete the same attendance and class work requirements as for-credit students to receive a grade of P. Auditing students not meeting these requirements will receive a grade of F.
College-Sanctioned Events

While class attendance at Watkins College of Art, Design & Film is required, the College recognizes that legitimate and valuable educational experiences often extend beyond the classroom and campus. When such opportunities arise, it is in the best interest of the students for the Faculty of the College to work together in a spirit of mutual cooperation regarding issues of attendance.

Whenever a College-Sanctioned Event occurs that requires students to miss classes in order to attend or participate in the event, the students will not be penalized for class absences. However, the following guidelines must be followed in order for the event to receive sanction by the College:

- The activity or event in question must be shown to have a clear educational mission, to have a substantive and valuable benefit to the student and to the institution in its mission of educating students in a learning-centered environment, and must be closely linked to the students’ academic pursuits.
- Students must still meet all class requirements, complete all assignments in a timely fashion, and pass all tests or other requirements in place on the class syllabus.
- The activity or event must be approved in advance by the Vice President for Academic Affairs.
- All instructors must be notified by the student in advance of the dates and times of proposed absences and of the event or activity that will be attended.
- The student must attend that event or activity for which she or he is being excused from class.
- Instructors must offer reasonable assistance in making up missed assignments or tests.

In the event that a student feels that he or she has been unfairly penalized for being absent from a class while at a college-sanctioned event or activity, the Instructor’s decision may be appealed to the Vice President for Academic Affairs through established appeal procedures. This policy is not intended to resolve situations involving individual student absences.

Satisfactory Academic Progress

The College requires that all students demonstrate they are making orderly progress toward the completion of a degree or certificate. Satisfactory Academic Progress is the difference between successful completion of classes and the number of classes attempted. This is calculated using the student’s earned hours (successful completion) divided by all attempted hours (the number of classes in which a student enrolled and successfully completed, un成功fully completed and/or withdrew).

For example, 24 successfully completed classes divided by 36 attempted classes results in a 66% rate of academic progress.

Failed courses (F), courses never attended or stopped attendance (FN), Incompletes (I), withdrawals (W), and repeated courses (R) are included in this assessment. This
calculation may not produce a ratio of less than 67%. Students whose Satisfactory Academic Progress calculation is less than 67% are placed on academic probation and are subject to academic dismissal. In the example above, the student would be placed on academic probation.

**Final Grades**
The following grade codes are used to record a student’s performance in class:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Interpretation</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Superior Work</td>
<td>4.00</td>
</tr>
<tr>
<td>A-</td>
<td></td>
<td>3.667</td>
</tr>
<tr>
<td>B+</td>
<td></td>
<td>3.333</td>
</tr>
<tr>
<td>B</td>
<td>Above Average Work</td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td></td>
<td>2.667</td>
</tr>
<tr>
<td>C+</td>
<td></td>
<td>2.333</td>
</tr>
<tr>
<td>C</td>
<td>Average Work</td>
<td>2.00</td>
</tr>
<tr>
<td>C-</td>
<td>Minimum passing grade for major</td>
<td>1.667</td>
</tr>
<tr>
<td>D+</td>
<td></td>
<td>1.333</td>
</tr>
<tr>
<td>D</td>
<td>Passing (except in major)</td>
<td>1.00</td>
</tr>
<tr>
<td>D-</td>
<td></td>
<td>0.667</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0.00</td>
</tr>
<tr>
<td>FN</td>
<td>Failure due to non-attendance</td>
<td>0.00</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>W</td>
<td>Official Withdrawal</td>
<td></td>
</tr>
<tr>
<td>T</td>
<td>Transfer</td>
<td></td>
</tr>
<tr>
<td>P</td>
<td>Passing for non-credit, transfer, or portfolio review</td>
<td></td>
</tr>
<tr>
<td>N</td>
<td>No Grade Reported by Instructor</td>
<td></td>
</tr>
<tr>
<td>R</td>
<td>Course Repeat</td>
<td></td>
</tr>
</tbody>
</table>

Grade Point Averages (GPA) are calculated using quality points and credit hours for a maximum cumulative GPA of 4.00. Grades of I, W, T, and P are not included in this calculation. Satisfactory Academic Progress is calculated using all attempted credit hours, excluding courses dropped during the refund period. Any course for which a grade below a C- is earned does not count toward fulfillment of program requirements for the student’s major area of study and this course must be repeated for a higher grade before credit is applied to the completion of degree requirements. When a course is repeated, all attempts will appear on the transcript record but only the grade earned in the most recent attempt will be the official grade and it is the only grade that will be calculated in the student’s GPA.
Final Grades are posted to each student’s Empower account and may not be picked up on campus. Once grades are posted, students can view, print or retrieve their grades by logging onto the campus web portal.

**Incomplete Grades**

Students who miss no more than 4 weeks of class (or the equivalent during the Maymester or Summer session) due to serious illness, a serious accident or injury, a serious family crisis or other extraordinary extenuating circumstances beyond their control, and who are not able to complete assigned work or required class or studio experiences before the end of the semester may apply for approval of an Incomplete Grade. Students who miss more than 4 weeks of class (or the equivalent during the Maymester or summer term) may not under any circumstance receive a grade of Incomplete. Students already on academic probation are ineligible to receive an Incomplete Grade. The specific circumstance justifying a grade of Incomplete must be documented in writing and provided to the instructor.

Any student seeking a grade of Incomplete must first consult with the instructor of record for the course and obtain his or her approval. The student is responsible for securing the Request for an Incomplete form from the Registrar’s Office and for completing it with all the required attachments. The completed Request for an Incomplete form, with all required signatures and with the attached documentation and other materials as noted on the form, must be filed in the Registrar’s Office no later than the published date on the Academic Calendar for the semester or term for which the Incomplete is sought.

Students who receive an Incomplete Grade during the Fall semester must complete the course requirements no later than the first 6 weeks of the Spring semester. Students who receive an Incomplete Grade during the Spring semester must complete the course requirements no later than 6 calendar weeks after the last day of class of the Spring semester. Students who receive an Incomplete Grade during the Maymester or Summer session must complete the course requirements no later than 3 calendar weeks after the last day of class of that term. Once the student completes the requirements for a course and has presented this material to the instructor for the course, the instructor should notify the Registrar who will then provide the instructor with a Change-of-Grade form for formally recording the student’s grade. Under some circumstances, the evaluation of the student’s work and the computation of the final grade may need to be done by a faculty member other than the student’s original instructor of record. If course requirements are not completed within the allotted time, the Incomplete Grade automatically changes to a failing grade for the course.

**Academic Probation**

A student is placed on academic probation if she or he:

- achieves a grade point average below a cumulative or semester GPA of 2.0 in any semester or
- if the student’s earned hours (cumulative credit hours for all courses completed) divided by all attempted hours is less than 67%, including courses taken in Maymester and Summer sessions.
A student who achieves a 2.0 in the probationary semester, but does not raise the cumulative GPA up to a 2.0 will remain on academic probation. If there is no improvement in GPA during 2 consecutive semesters, the student is subject to academic dismissal.

A student is removed from academic probation if:

- the cumulative GPA is 2.0 or higher in the following semester of enrollment.

**Academic Dismissal**

- A student can continue on academic probation with no consequence for one semester. If the student continues on probation for two consecutive semesters and his or her cumulative GPA shows no improvement and remains below 2.0, the student may be subject to dismissal from the College.
- After completion of one-half of a student's program of studies, if his or her cumulative GPA is not 2.0 or better, the student is dismissed from the College.
- In some cases a student may be dismissed after one semester of work when the level of work is determined to be inadequate for successful completion of the program. Such dismissal is at the discretion of the Vice President for Academic Affairs.

Students have the right to submit a written appeal of academic dismissal within 15 days of the academic dismissal. An appeal committee, consisting of the student's Advisor, Department Chair, and Student Life Director, is appointed by the Vice President for Academic Affairs. The Committee will make a recommendation for a final decision to the Vice President for Academic Affairs. The Vice President for Academic Affairs' decision, based on the recommendation from the committee, is final and binding for the College. A student who has been dismissed from the College is eligible to reapply for admission one year from the date of dismissal and must submit a new application for admission and complete all admission procedures and requirements. In addition, students who fail to enroll for two semesters after being admitted (fail to register for coursework) must also reapply for admission. Students re-admitted after dismissal must enter the College under the catalog and program requirements in effect at the time of readmission and are subject to policies regarding time limits for completion of degrees.

**Withdrawal from Courses**

Withdrawal from any class must be done through the Office of the Registrar. If a student cannot continue or complete a class after the end of the refund period, the student must officially withdraw by obtaining a Withdrawal Form from the Office of the Registrar. The form must be signed by the student's advisor and returned to the Registrar. Students who are receiving financial aid must also have their request signed by the Financial Aid Office staff before it is submitted to the Office of the Registrar. In no instance will the act of notifying the instructor be considered an official withdrawal. A student who completes an official withdrawal is given a grade of W. A grade of W is not included in the student's GPA calculation but will be counted in the total number of attempted credit hours for
Academic progress purposes. Credit students who drop out of a class without officially withdrawing will receive a grade of F or FN; students enrolled in classes for non-credit will receive an F.

The last date to withdraw from classes is the first day of the twelfth week of the Fall and Spring semesters, the first day of the second week of the Maymester term and the first day of the sixth week of the Summer session, as posted in the Academic Calendar.

Withdrawal from the College
Students who wish to withdraw from the College must complete an official Withdrawal Form, obtain signatures from the Department Chair, Advisor, and Financial Aid (if applicable), submit the form to the Office of the Registrar for processing, and then finalize balances with the Business Office. Should the student not reenroll after two subsequent semesters, the student’s file becomes inactive and readmission is required.

Readmission
Credit students who have interrupted their studies at Watkins for two consecutive semesters or longer must apply for readmission. Applicants for readmission must complete all current admission procedures and be counseled on current programs, policies, and requirements. Students who are readmitted must continue their studies under the program requirements of the catalog in effect at the time of readmission and are subject to policies regarding time limits for completion of programs. Students who are completing or have completed a degree at Watkins and who wish to continue their studies in another program or degree within a year of graduation do not need to reapply, but must complete an Application for Additional Program of Study form in the Office of the Registrar. The required fee must accompany this form.

Double Concentrations
BFA FILM MAJORS ONLY
Students enrolled in the BFA program in Film may carry more than one concentration. In order to earn a double concentration a student must file a Change of Program Form with the Registrar. Both concentrations will appear on the student’s transcript. In no case is the completion of two or more concentrations or other degree requirements in the course of completing a BFA in Film degree at Watkins to be confused or equated with the completion of two degrees. A student who is completing a double concentration must complete the requirements for both concentrations to be eligible for graduation. If a student wishes to graduate before completion of the second concentration, the student must officially withdraw from the double concentration prior to submitting an Application for Degree form with the Office of the Registrar. All specific courses required for each concentration must be completed as specified by the catalog in effect at the time of declaring the double concentration. Elective courses required for a concentration may be met by courses taken for any other concentration. A minimum of 36 credit hours overall for the BFA and at least 12 credit hours in each concentration must be completed at Watkins. All other requirements for graduation must be met.
**Dual Degrees and Certificates**
Students at Watkins College of Art, Design & Film may not work toward more than one BFA degree and/or certificate concurrently.

**Earning a Second Bachelor’s Degree**
*Students holding a Bachelor’s Degree from an institution other than Watkins College of Art, Design & Film*

A student who has completed a bachelor’s degree at another institution prior to enrollment at Watkins may earn a BFA degree from Watkins. A minimum of 36 semester hours credit overall for the BFA, including at least 18 semester hours credit in the major must be completed at Watkins. Transfer credits are awarded for equivalent courses only. However, general education courses taken for the first degree will usually satisfy the requirements of the second degree. All requirements in coursework and hours for the degree and major must be completed as stipulated in the catalog in effect at the time of admission. The student must earn a cumulative 2.0 overall grade point average and a cumulative 2.0 grade point average in the major. All other requirements for graduation must be met.

*Students holding a Bachelor of Fine Arts Degree from Watkins College of Art, Design & Film*

A student who has previously completed a BFA degree from Watkins may earn an additional BFA. Currently enrolled students and students returning to Watkins within one year of graduation must complete an Application for Additional Program of Study form for admission to the new program. The application form is available from the Office of the Registrar. All other students must follow normal admission procedures as specified above. All requirements in coursework and hours for the second degree and major must be completed as stipulated in the catalog in effect at the time of admission. All previous coursework will be evaluated for equivalency to the second degree. However, a minimum of 36 additional semester hours credit must be completed at Watkins in the major program of studies for the second degree. The student must earn a cumulative 2.0 overall grade point average and a cumulative 2.0 grade point average in the major. All other requirements for graduation must be met.

**Dean’s List**

At the end of each semester, the Dean’s List of honor students is published. Eligibility is based on a semester grade point average of 3.5 or higher, with no grade below C. All students, regardless of the number of hours enrolled or the program of study, are eligible to receive this honor.

**Graduation**

In order to graduate, a student must meet all curriculum requirements for each degree or certificate to be earned and complete all credit hours as required with a minimum 2.0 GPA overall and a minimum 2.0 GPA in the major area of study. A transfer student must
meet residency requirements at Watkins College of Art, Design & Film as specified according to the program and degree. A student who is nearing completion of degree or certificate requirements must file an Application for Degree form with the Registrar by the end of the third week of the semester in which the program will be completed. A graduation fee of $85 must accompany the form. A student may elect to file for graduation in advance and include this fee with any other registration fees. Any student who files but fails to complete requirements during the specified term must re-file. In this case, no additional fee will be required.

**Testing Requirement**

All students, as a prerequisite to graduation, are required to take one or more program evaluation tests designed to measure general education achievement and/or achievement in selected major programs. These tests are used to evaluate and improve academic programs, curricula, and instruction. Test results show the achievement of students in large groups, not as individuals. Therefore, no minimum score or individual level of achievement is required for graduation.

*Each student must take the Collegiate Assessment of Academic Proficiency (CAAP) in the final semester of enrollment.*

**Commencement**

A Graduation Commencement ceremony is held each year after the end of the Spring semester. Graduates are notified of the date by letter. Students are encouraged to participate in the graduation ceremony. Those students planning to complete requirements, with *no more than 3 credit hours remaining*, during the Summer term who wish to participate in the Commencement ceremony must file an Application to Participate in Commencement form with the Office of the Registrar. This form may be filed at the same time as the Application for Degree form. There is no additional charge for cap and gown rental. Exit forms must be completed by each graduating student. These forms must be submitted to the Registrar prior to the date of the commencement ceremony. Diplomas are held until these forms are completed.

The BFA or BA degree is awarded to students who have earned a minimum of 120 credit hours in an approved major program of study. The Certificate in Film is awarded to students who have earned a minimum of 45 credit hours. All candidates must have fulfilled all course and hour requirements for their program, must have met the College’s residency requirement, and must have earned an overall cumulative grade point average of 2.0 or better, as well as a 2.0 cumulative grade point average in the major area of study.

It is the responsibility of each student to become familiar with the requirements for his or her program of study as specified in the catalog under which the student was admitted, and to be sure that all such requirements are met. Failure to be aware of a requirement does not excuse a student from completing it. All financial and other obligations to the College must be met before degrees or certificates are released. Diplomas, grades, and transcripts will not be released if the requesting student has any outstanding obligation to the College.
Residency Requirements
The BFA or BA degree program requires that a minimum of 36 credit hours be completed at Watkins including at least 18 hours completed in the major. The Certificate Program in Film requires that a minimum of 24 credit hours be completed at Watkins. The last 24 credit hours of any program must be completed at Watkins.

Academic Honors
Three academic distinctions are awarded at graduation to students in recognition of outstanding academic achievement. This honor appears on the student’s transcript.

<table>
<thead>
<tr>
<th>Award</th>
<th>Given to students achieving a GPA of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summa Cum Laude</td>
<td>3.90 or higher</td>
</tr>
<tr>
<td>Magna Cum Laude</td>
<td>3.70 to 3.89</td>
</tr>
<tr>
<td>Cum Laude</td>
<td>3.50 to 3.69</td>
</tr>
</tbody>
</table>

Time Limits for Completing Academic Programs
All baccalaureate degree programs must be completed within 6 years or 12 semesters. The Certificate in Film program must be completed in 2-1/2 years or 5 semesters. Students who enroll as part-time students may prorate these time limits accordingly. In all cases, students must complete any degree or certificate program within 150% of the time normally required to complete the program.

Time Extensions
Any student who has not completed a degree or certificate program within the allotted and required number of academic semesters or terms may request an extension. The request should be made in person to the Department Chair of the student’s academic program. After consultation with the student, the Department Chair may recommend that the request be approved or denied. A recommendation for approval should be based on the Chair’s conclusion that the student has a good-faith intent to complete the program and has a reasonable chance of doing so within a specific and limited number of semesters. If approval of the request is recommended, the Department Chair should forward his or her recommendation in writing to the Vice President for Academic Affairs who has final authority for approval. If the request is approved, the Vice President should forward his or her approval to the Office of the Registrar with copies to the Director of Financial Aid, to the appropriate Department Chair, and to the student who submitted the request. The extension should specify the expected date when the student intends to complete his or her program. The Department Chair and the Vice President for Academic Affairs may also attach any conditions to the extension that they deem appropriate. Approval of the extension does not supersede any Federal guidelines used to measure a student’s progress in order to determine eligibility for Federal financial aid. In all cases, the Office of Financial Aid must determine remaining or additional eligibility for financial aid.
**Study Abroad**

Watkins College of Art, Design & Film offers students limited opportunities to study abroad and to receive credit for that coursework. Students may enroll for courses at an international institution of higher education (with prior approval) and transfer their coursework back to Watkins. Students considering study abroad must consult their advisor and the Registrar prior to departure to ascertain course appropriateness and applicability.

Additionally, students may register for Watkins courses in which the class travels together abroad, accompanied by Watkins faculty instructing the class. Enrollment in these courses will be through the standard Watkins registration procedures. Available courses will appear in the Schedule of Courses for the semester in which the course is offered.

Students are eligible for international study after completion of 30 credit hours (sophomore year). The student must have an earned GPA of 3.0 or higher. Students should also consider any language requirements that may be necessary for successful completion of course requirements.

Students enrolling at international institutions will make payment to that entity and follow their procedures for admission and registration. Students are responsible for any other expenses including but not limited to passport and visa fees, insurance coverage, and university or international student identification cards.

**AICAD Student Mobility Program**

Watkins College of Art, Design & Film is a member of the Association of Independent Colleges of Art and Design. This membership provides Watkins students with the opportunity to participate in the Student Mobility Program, in which qualified students can spend a semester at another participating AICAD school without additional cost or loss of credit. Students must have earned at least 60 hours of academic credit and have a cumulative GPA of 3.0 or greater. Students wishing to participate in this program should first contact their faculty advisor. All participation must receive prior approval from the Vice President for Academic Affairs.

**Family Educational Rights and Privacy Act**

Watkins College of Art, Design & Film complies with the Family Educational Rights and Privacy Act (FERPA) of 1974 as amended. This Act protects the privacy of education records, establishes the rights of students to inspect and review their educational records, and provides guidelines for the correction of inaccurate and misleading statements in a student’s educational record.

It is Watkins policy that no personally identifiable information from a student’s educational record can be released without the prior written consent of the student, except for that information designated by Watkins as Directory Information, and such personally identifiable information which may be disclosed under the circumstances allowed under the Act and Regulations passed pursuant to the Act.

A list of the information designated as Directory Information as well as additional student rights under FERPA is published annually in the Watkins Student Handbook, and is
distributed at Orientation. A student has the right to request that Directory information not be released without his or her prior written consent. Students who wish to restrict the release of this information must make a written request to the Office of the Registrar. Policies regulating the disclosure of Directory Information are subject to change as new Federal rulings are published.

**Access to Watkins Facilities**

*Studios, Equipment, Library, Internet Facilities, Computer Labs, and Other Facilities*

Watkins facilities are available only to faculty, staff, and students who are currently enrolled in one or more classes. Former students and active students not currently enrolled in classes may only use Watkins facilities if they are given specific written permission provided by the Vice President for Academic Affairs. Use of Watkins facilities during the Maymester and Summer sessions is limited to students enrolled in courses during those terms. An active student’s access is limited to educational use and may not be transferred to a third party or external organization. Requests for the use of any facility by external organizations can be made by contacting the Director of External Relations.

**Special Status Student Information**

**Special Status Policy**

Special Status students are non-degree seeking students who are not formally accepted into the College, are at least 18 years of age or older, and have earned a high school diploma or equivalent, except for Special Status – Dual Enrollment students (see below). The Special Status category is intended for students who would like to take courses at Watkins College of Art, Design & Film but are not yet committed to pursuing a particular degree, certificate program, or academic major, or who have not yet completed the entire admissions process.

A student seeking to enter Watkins as a Special Status student must complete the *Application for Special Status Admission*, pay the application fee, and submit (instead of the essay) a brief statement of purpose explaining her or his goals for enrollment at Watkins. The student must have an official transcript sent directly to Watkins from the last institution attended.

Special Status students may attempt a maximum of twelve semester hours and must have the approval of the appropriate Department Chair or the Director of General Education prior to enrolling in any course. Special Status students who later wish to enroll in courses beyond the twelve attempted hours must then be admitted through the regular admissions process. Special Status students may be limited in financial aid opportunities. Registration for Special Status students takes place on the afternoon of late registration. Registration is on a space available basis. If a student is subsequently removed from a course due to space limitations, a full refund of tuition and fees will be granted.

There are six Special Status categories:

- **Special Status – Credit**
  
  Special Status – Credit students receive academic credit for classes satisfactorily
completed. These credits are available for transfer or may be used toward the requirements for any of the degree programs at Watkins, provided the student applies and is accepted as a degree-seeking student into the program. Students are required to complete the same attendance and class work requirements as other degree-seeking students and will receive a grade as described in the section Final Grades above.

• Special Status – Non-Credit (audit)

Students wishing to take non-credit courses must apply under the Special Status – Non-Credit category. Non-credit students are required to complete the same attendance and class work requirements as credit students to receive a grade of P. Students not meeting these requirements will receive a grade of F. Students enrolled as non-credit students do not receive academic credit for completing their coursework.

• Special Status – Transient

Students who are currently enrolled at another college or university and who wish to take a course at Watkins for transfer credit may apply for admission as a Special Status – Transient student. Students should contact the Admissions Office to request this application. Applicants in this category are required to provide an official transcript or letter of good standing from their college or university as well as proof of prerequisite fulfillment. Transfer credit evaluation remains with the institution where the student is enrolled. Students are advised to contact their home institution prior to pursuing this status.

• Special Status – Dual Enrollment

Watkins College of Art, Design & Film will offer for credit certain fundamental college-level courses to secondary school (high school) students in excellent academic standing (GPA of 3.0 or better). Secondary school students who have not yet received their high school diploma must complete a special admissions form, pay an application fee, provide their high school transcript, and have the recommendation of at least two of their high school teachers who have taught classes they have completed. Secondary school students who enroll in credit courses at Watkins with the intention of transferring those course credits to other institutions must understand before they enroll at Watkins that each institution determines on its own what credits it will accept from other institutions. Officials at Watkins, when requested, will assist students in determining in advance if Watkins credits will be accepted at other specific colleges and universities. Secondary school students who enroll in courses for credit at Watkins College of Art, Design & Film will be governed by the same academic rules and regulations that apply to regular undergraduate students at Watkins. They will be charged the same tuition and fees as regular undergraduate students. Additional information concerning Dual Enrollment, including a list of courses available under this program, may be obtained from the Office of Admissions.
• **Special Status – Belmont**
  Watkins College of Art, Design & Film has an academic partnership with Belmont University. In this agreement, Watkins provides courses that can be used by Belmont students to meet the requirements for certain minors and that can be used as elective choices for other students. Belmont students who enroll for classes at Watkins under the terms of this agreement are enrolled as Special Status – Belmont students. Specific details concerning enrollment in this classification are available from the University Registrar at Belmont University.

• **Special Status – AICAD**
  As a member of the Association of Independent Colleges of Art and Design (AICAD), Watkins College of Art, Design & Film hosts students from other AICAD institutions who wish to participate in the Student Mobility Program. Students who enroll as Student Mobility Program students are enrolled at Watkins as Special Status – AICAD students. Students wishing to enroll in classes at Watkins through the AICAD Student Mobility Program should first contact the program coordinator at their home institution.
Financial Information

TUITION AND ENRICHMENT SERVICES AND FEES

Full-time tuition for the academic year is $19,650, based on 15 credit hours for Fall and Spring Semesters. However, full-time enrollment is defined as at least twelve credit hours per Fall or Spring semester to qualify for financial aid. Tuition rates, effective Fall 2012, are $655 per credit hour for credit students and $315 per credit hour for non-credit students. Textbook and other supply costs are not included in tuition. Enrollment in less than twelve credit hours is defined as part-time. Maximum allowed credit load is eighteen hours. Students must receive special permission from the Vice President for Academic Affairs to take more than fifteen hours in a semester.

Program and Services Fee rates, effective Fall 2012, are listed below:

<table>
<thead>
<tr>
<th>Service</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td></td>
</tr>
<tr>
<td>Credit Students</td>
<td>$655 per credit hour (BFA, BA, &amp; Certificate)</td>
</tr>
<tr>
<td>Non-Credit Students</td>
<td>$315 per credit hour</td>
</tr>
<tr>
<td>Fees</td>
<td></td>
</tr>
<tr>
<td>Program/Student Services Fee</td>
<td>$55 per credit hour for all degree and certificate students</td>
</tr>
<tr>
<td></td>
<td>$45 per credit hour for Special Status – Non-Credit (audit) students</td>
</tr>
<tr>
<td>Film School Equipment Surcharge Fee</td>
<td>$250 per semester for all Film Students, including Special Status and Transient Students</td>
</tr>
<tr>
<td>Change of Program Fee</td>
<td>$25 for any change from BA to BFA and vice versa</td>
</tr>
<tr>
<td>Intent to Graduate (includes all fees associated with graduation)</td>
<td>$85</td>
</tr>
<tr>
<td>Request for Transcript</td>
<td>$5</td>
</tr>
<tr>
<td>Printer Fee</td>
<td>$50/class, $75/class, or $100/class (required only for some classes – see Schedule of Classes)</td>
</tr>
</tbody>
</table>

Explanation of Fees

The Program/Student Services Fee enables the College to provide additional academic and technological experiences and equipment for students of all major areas of study. This fee also helps defray the College’s costs associated with a course that are not covered by tuition. It may cover such things as facility maintenance, purchase and maintenance of equipment, purchase and updating reference books, updating of software, photocopying of handouts, supplies provided for students, and models. The fee also provides for the issuance of student ID cards, maintenance and security of parking...
lots, provides for publications such as the Student Handbook, and supports the activities and projects of the Student Government and sponsored organizations.

*The Film School Equipment Surcharge Fee* was instituted in Fall 2011 and is used solely to increase the complement of gear, equipment, and lab resources available for use by Film School students.

**Please Note:** The Film School Equipment Surcharge Fee replaces *all* previously established class and lab fees. There are no lab fees associated with any courses in The Film School.

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**PAYMENT POLICIES – BUSINESS OFFICE**

The New Student Enrollment Deposit is credited to the student’s account.

Housing Deposits are held until the student vacates housing.

*Registration is considered incomplete if the student does not take the registration form to the Business Office to complete the financial part of registration. If this step is missed, the student’s classes will be cancelled.*

**Interest-Free Deferred Payment Plan Fees**

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Fee Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Drafts</td>
<td>$100 per Semester</td>
</tr>
<tr>
<td>Credit Card Drafts</td>
<td>$150 per Semester</td>
</tr>
<tr>
<td>Non-Sufficient Funds Fee</td>
<td>$40</td>
</tr>
</tbody>
</table>

Authorization signature and voided check is required for Bank Draft.
Authorization signature and credit card number is required for Credit Card Draft.
Financial Aid, Scholarships, and Grants will be taken into consideration before calculating payments.

**Fall Semester Payment Plan A:** for Returning Students who register during Spring Semester early registration

Option 1. No payment is due at the time of early registration in the spring semester. The student may choose to make a payment. The student will receive a statement in July for payment in full by the given due date in August.

Option 2. ½ payment is made at the time of registration with the balance due by the given due date in August.

Option 3. Deferred payment plan (bank/credit card draft) with ¼ payment made at registration or by the given date in August and ¼ drafted on September 15, October 15, and November 15.

**Important Note:** If the Fall balance is not paid or a payment plan is not in place by the given due date in August, the student’s classes will be cancelled.
Fall Semester Payment Plan B:  New Students and Returning Students who register during Fall Semester late registration

Option 1.  Payment is made in full at the time of registration in August.
Option 2.  Deferred payment plan (bank/credit card draft) with $\frac{1}{4}$ payment made at registration in August and $\frac{1}{4}$ drafted on September 15, October 15, and November 15.

Spring Semester Payment Plan A:  Returning Students who register during November early registration

Option 1.  Payment is made in full at the time of registration in November.
Option 2.  $\frac{1}{2}$ payment is made at the time of registration in November with the balance paid before classes start in January.
Option 3.  Deferred payment plan (bank/credit card draft) with $\frac{1}{4}$ payment made at registration in November and $\frac{1}{4}$ drafted on January 15, February 15, and March 15.

Spring Semester Payment Plan B:  New Students and Returning Students who register during Spring Semester late registration

Option 1.  Payment is made in full at the time of registration in January.
Option 2.  Deferred payment plan (bank/credit card draft) with $\frac{1}{4}$ payment made at registration in January and $\frac{1}{4}$ drafted February 15, March 15, and April 15.

Maymester Payment Plan

The total bill is due the day of registration.

Summer Payment Plan

Option 1.  Payment is made in full at the time of registration
Option 2.  $\frac{1}{2}$ payment is made at the time of registration with the balance paid before classes start in June.

Students obtaining financial aid must meet all deadlines for applications and verification. A signed award letter is required prior to registration or the student is required to pay as stated above. If the financial aid award is completed after a student has paid for registration, reimbursement is made to the student for the amount of the financial aid eligibility. Students receiving financial aid that does not cover their tuition and fees in full are required to pay as stated above. At the end of the semester, any unpaid balances may be referred to collection agencies and are subject to all agency fees incurred in addition to the amount outstanding.
Refunds for Enrolled Students

Program and student services fees are refunded as stated below. All other fees charged by the College are not refundable. Adjustments to the rate charged for the program and student services fees are made only during the refund period if a student drops or adds hours, and only when a different rate calculated by total credit hours would apply. Students who drop all courses during the refund period are eligible to have the program and student services fees included in their refund calculations at the percentages specified below by date of withdrawal. Students who drop all courses during the refund period should return I.D. cards to the Office of Student Life. Students who are suspended or dismissed from the College are due refunds according to the regular refund policy and dates. The term refund refers to the recalculation of the total balance due Watkins College of Art, Design & Film by a percentage determined by the date a student drops a class. Refund payments are made only if the amount of money already paid exceeds the newly calculated balance due. Consequently, students who have not paid in full the balance due at the time of registration may still owe a balance after dropping classes. Also, all Watkins grants, scholarships, discounts and other institutional aid are subject to adjustment or cancellation if a student drops courses. In these cases, the student becomes personally responsible for the portion of the balance that is still unpaid or was to be covered by this aid.

Watkins Refund Policy

Watkins College of Art, Design & Film is not responsible for individual circumstances that might prevent students from completing or continuing their studies. The College’s commitment to hold many of its classes is based upon initial enrollment. Therefore, registration for classes at the College is considered a legal and binding contract for the entire semester. Application fees are not refundable at any time. Refunds are not given for change of status from credit to non-credit after the second week of classes.

Refund Schedule

Refunds are issued by mailed check or credited to credit card accounts within two weeks after submitting the Drop Request and the amount is based upon the following schedule. There is a 100% refund of tuition and fees for all classes cancelled by Watkins. Credit balances of less than $1.00 will be held on the student account.

- 100% Refund if the student drops a course before the 5th business day of the semester. See Academic Calendar for schedule dates.
- 75% Refund for a drop on the 6th day through the 7th business day of the semester. See Academic Calendar for schedule dates.
- 50% Refund for a drop on the 8th day through the 9th business day of the semester. See Academic Calendar for schedule dates.
- 25% Refund for a drop on the 9th day through the 10th business day of the semester. See Academic Calendar for schedule dates.
- No Refund is given after the 2nd week of classes of the semester.

For refunds in the Maymester or Summer session, see the Academic Calendar.
STUDENT FINANCIAL ASSISTANCE - FINANCIAL AID OFFICE

The Office of Financial Aid is responsible for the overall administration of the financial aid programs. Its mission is to assist students pursuing a quality visual arts education with financing their educational goals. This mission is accomplished by increasing student awareness of available sources of aid and by providing the most preferable and economical financial options from federal, state, and institutional aid. The financial aid office provides student financial assistance using a fair and consistent process that conforms to guidelines and policies associated with these programs, quality service in a user-friendly environment, and a high standard of knowledge and training in the areas of student financial assistance.

Applying For Financial Aid
Students interested in applying for financial aid must apply each academic year and meet the following requirements:

- Complete the Free Application for Federal Student Aid (FAFSA)
- Complete the Institutional Application for Financial Aid
- Enroll as regular student seeking a degree or certificate
- Meet the general eligibility requirements for federal, state, and institutional aid
- Maintain Satisfactory Academic Progress

Types Of Financial Aid

Federal Programs include Pell Grant and Supplemental Educational Opportunity Grant (SEOG), Federal Work-Study, Federal Direct Subsidized and Unsubsidized Loans, and the Federal Direct Parent Loan for Undergraduate Students

Other Federal Programs: Veterans Educational Benefits and Yellow Ribbon Matching program (See Registrar section for more details)

Non-federal: Private and alternative loans

State Programs: TN Student Assistance Awards, TN HOPE Scholarships and HOPE Access, Dual Enrollment, Foster Child Tuition and Helping Heroes Grants, Dependent Children and Ned McWherter Scholarships

Other State Programs: Vocational Rehabilitation Assistance

Institutional Programs include:

- Grants: Watkins Grant
- Scholarships: Institutional Merit-based, Academic and Departmental Scholarships
- Student Employment: Institutional work program (scholarships and student employment require additional information and/or separate application).

Receiving Outside and Additional Sources of Aid
Students receiving assistance from outside and/or additional resources are required to report any such funding to the Office of Financial Aid in order to coordinate these funds with other aid received.
Mid-Year Transfer And Transfer Students
The National Student Loan Database (NSLDS) will be used to evaluate, monitor and update information on mid-year and transfer students applying for student aid at Watkins.

Satisfactory Academic Progress (SAP) for Financial Aid  This policy is established for students receiving student aid assistance from Federal Title IV, State and other aid programs that require satisfactory academic progress (SAP) monitoring. SAP rules apply even during periods when the student did not receive student aid funding. Generally, a student who is not meeting SAP requirements is ineligible for funding from these programs.

General SAP Requirements
- Must achieve a cumulative GPA of 1.50 for 0-24 attempted hours
- Must achieve a cumulative GPA of 1.75 for 25-57 attempted hours
- Must achieve a cumulative GPA of 2.0 for 58+ attempted hours
- Must earn a cumulative total of 67% of all attempted hours each semester
- Meet the academic standards required for graduation within a time frame not to exceed 150% of the time normally expected to complete a degree or certificate program. Please refer to the chart below for time limitations given for each degree type.

Time Limitations

<table>
<thead>
<tr>
<th>DEGREE</th>
<th>PROGRAM</th>
<th>CREDIT HOURS REQUIRED</th>
<th>MAXIMUM ATTEMPTED CREDIT HOURS ALLOWED (150%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BFA</td>
<td>FILM</td>
<td>120</td>
<td>180</td>
</tr>
<tr>
<td>BFA</td>
<td>FINE ARTS</td>
<td>120</td>
<td>180</td>
</tr>
<tr>
<td>BFA</td>
<td>GRAPHIC DESIGN</td>
<td>120</td>
<td>180</td>
</tr>
<tr>
<td>BFA</td>
<td>INTERIOR DESIGN</td>
<td>120</td>
<td>180</td>
</tr>
<tr>
<td>BFA</td>
<td>PHOTOGRAPHY</td>
<td>120</td>
<td>180</td>
</tr>
<tr>
<td>CERTIFICATE</td>
<td>FILM</td>
<td>45</td>
<td>68</td>
</tr>
</tbody>
</table>

Note: Students who reach the 150% timeframe will not qualify for student aid.

Procedures For Measuring SAP
SAP is measured at the end of each academic year (spring) using the quantitative and qualitative methods to ensure completion within the 150% timeframe. Students attending summer semester will be evaluated at the end of term.
Qualitative Requirement - Cumulative Grade Point Average (NEW)
Students are expected to achieve the minimum CUMULATIVE GPA as listed below based on attempted hours and grade level in order to meet SAP requirements.

<table>
<thead>
<tr>
<th>Hours</th>
<th>Year</th>
<th>CUM GPA Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 24  hrs.</td>
<td>Year 1</td>
<td>CUM GPA must be a minimum of 1.50</td>
</tr>
<tr>
<td>24 – 57 hrs.</td>
<td>Year 2</td>
<td>CUM GPA must be a minimum of 1.75</td>
</tr>
<tr>
<td>58 + hrs.</td>
<td>Year 3 and beyond</td>
<td>CUM GPA must be a minimum of 2.00</td>
</tr>
<tr>
<td>Film Certificate Program</td>
<td></td>
<td>CUM GPA must be a minimum of 2.00</td>
</tr>
</tbody>
</table>

Quantitative Requirement - Completion Rate
Students are expected to successfully complete at least 67% of all attempted credit hours enrolled for each semester at Watkins. Failed courses (F), courses never attended or stopped attendance (FN), Incompletes (I), withdrawals (W), repeated courses (R) are included in this assessment.

Transfer Credits Measured by SAP
Transfer credits that are accepted towards the completion of a student’s degree or certificate program will count as attempted and earned hours completed.

Change of Majors
All attempted and earned hours obtained prior to a change of major will count toward the maximum timeframe allowed to complete degree requirements and receive aid.

Financial Aid Probation
Students who fail to meet the general SAP requirements will not qualify for student aid. However, a student may submit a written appeal on the basis of an extenuating circumstance in an effort to regain eligibility. Extenuating circumstances are situations beyond the student’s control that may have contributed to the non-compliance with the SAP policy. Such circumstances are student injury or illness, death, injury or serious illness of immediate family member, etc. All extenuating circumstances must be well documented and verifiable.

SAP Appeals Process
Students who wish to appeal, must submit a completed Financial Aid Satisfactory Progress (FSAP) Appeal Form, documentation supporting the extenuating circumstance and a plan of action of how SAP requirements will be met in future terms. The appeals form can be obtained from the Office of Financial Aid.

The appeals form and documentation must be returned to the Office of Financial Aid for review by the Satisfactory Academic Progress Committee by July 1 (Fall), and November 1 (Spring). Decisions on appeals will be mailed to students within (10) business days after review. All decisions are FINAL.

Summer Appeals
Students enrolled during summer and fail to regain SAP eligibility at the end of the term may submit an appeal by August 1, in order to be considered for fall.
Reinstatement Of Eligibility
An approved appeal places a student on financial aid probation and allows them to receive student aid for one payment period after the appeal. During this probation period, the student must work to regain compliance with the SAP requirements for continued aid eligibility. *Failure to regain SAP requirements will cause a student to lose eligibility for student aid again.* At that time, a student must submit a new appeal for a financial aid probation and/or academic plan of action, which reflects how he or she plans to regain compliance with the SAP policy.

Loss of Eligibility
*If a student loses financial aid eligibility and does not appeal or if the appeal is denied, he/she will not receive financial aid until eligibility is reestablished at their own expense.* Suspension of financial aid does not mean that a student may not enroll at Watkins College as a paying student as long as the academic requirements for enrollment are met as described in the College catalog. Once requirements have been met, the student must contact the Office of Financial Aid and ask for a reinstatement of student aid eligibility consideration. At that time, the student’s academic records will be assessed to determine if aid can be reinstated.

Academic Dismissals
Students who have been academically dismissed will automatically become ineligible for student aid. Requirements for the College must be met FIRST and then a student can submit a documented appeal to be reconsidered for student aid eligibility.

Withdrawals And Refund Policies
Students who withdraw Officially or Unofficially are subjected to two refund policies governing the student aid programs. The federal Return of Title IV Funds (R2T4F) policy governs federal and some state aid programs. The Institutional Refund policy governs all students whether they are student aid recipients or paying from their own resources. Students are responsible for informing the Office of Financial of their intent to withdraw and for finding out how these types of withdrawals will affect their student aid and continued eligibility.

Official Withdrawal
Student aid recipients who wish to withdraw prior to the end of the semester should report to the Registrar’s Office to obtain and initiate a withdrawal request. Upon completing the requirements for properly withdrawing from the College, a copy of the official withdrawal request will be forwarded to the Office of Financial Aid for further processing.

**NOTE:** TN Lottery recipients are required to seek approval from the Director of Financial Aid for withdrawals (or dropped courses). Approvals are based on a documented personal or medical reason. Failure to provide this information will cause the student to be terminated from the lottery program with no opportunity to regain.
Unofficial Withdrawal
Financial aid recipients who leave the College and fail to either complete the proper withdrawal process or notify the appropriate college officials, or who have been identified as a non-attending student, are considered to have made an unofficial withdrawal.

NOTE: TN Lottery Scholarship recipients who unofficially withdraw are terminated from the program with no opportunity to regain

Refund Policy
Federal R2T4F Policy require that class attendance be monitored through the ninth week (60%) of each semester of enrollment in order to determine if all funds disbursed were earned by the student. Students who attend and complete more than 60% of the semester and withdraws are considered to have earned all aid received. Earned aid is contingent upon the number of days a student attended. The last date of attendance in an academically related activity is captured at the time of withdrawal (officially or unofficially). If a student withdraws from the College prior to the 60% point in time, a R2T4F formula is used to determine the amount of unearned aid that must be returned to the federal and/or state aid program(s) and the responsible party that is required to make the return (Watkins and/or the student). This formula applies even if student aid has been applied to outstanding charges and/or refunded to the student.

Example: If a student completes 30% of the semester and withdraws, he or she has earned 30% of the student aid that was originally awarded. The unearned aid must be returned to the federal programs by either the College and/or the student.

Institutional Refund Policy applies to all students enrolled at the College and monitors attendance ten (10) business days days from the first day of class. Withdrawals during this time period are subject to a proration of institutional charges.

NOTE: Student aid will be prorated based on the students’ enrollment changes or withdrawal from the College prior to applying the refund calculations.

Example: Student withdraws from the College during the 50% refund period. The total original charges were $5000 and the student paid $2000 from their own resources and had $3000 in student aid applied to these charges. As a result of the institutional refund policy the student’s new charges are $2500; the federal refund policy allows the student to keep $1500 of his or her student aid and since this student paid from their own resources ($2000), he or she will have a credit balance because he has paid more than the charges and thereby is eligible for a $1000 refund of the amount he originally paid. Note: In other cases where the federal and institutional refund policies are applied, a student may or may not qualify for a refund but may owe a balance.

In both instances, students are notified, in writing, of the results of these calculations and their obligations either to the College and/or student aid programs. Students are encouraged to contact the Office of Financial Aid for more detailed information regarding withdrawals and refund calculations.
Unearned aid will be returned in the following order:
1. Federal Direct Unsubsidized
2. Federal Direct Subsidized
3. Federal Direct Parent (PLUS)
4. Federal PELL Grant
5. Federal SEOG Grant
6. Other Title IV aid programs
7. State Aid, as required

**Loan Entrance and Exit Interviews**

*Loan Entrance Interviews* are required for all first time borrowers of the student loan program. Its purpose is to inform students of their rights and responsibilities associated with borrowing from the federal student loan program.

*Loan Exit Interviews* are required for students who graduate, transfer, withdraw or drop below half-time status at the College. Its purpose is to inform students of their loan obligations and to provide information relevant to successful loan repayment.

Both are mandatory federal requirements.

**New Student Orientation**

During the summer, all new students will receive a NEW STUDENT ORIENTATION package to formally introduce students to the processes, departments and other pertinent information that will be helpful in the transition to college life. Student Financial information will be included in this package to orientate the student on the financial aid process and provide other pertinent information. Upon arrival on campus, a MANDATORY Q & A for Student Financial Services will be held, during orientation, for students in order to address important information outlined in this packet as well as any questions or concerns. Please keep this information in your records for future reference.

**Student Financial Aid Rights And Responsibilities**

*Student Right To Know:*
1. Types of financial aid programs available at Watkins
2. Financial Aid Deadlines for applying for student aid and the application requirements
3. How student aid eligibility is determined, packaged and communicated to student applicants
4. The estimated nine month cost of attendance, which is used for awarding student aid
5. The methodology used to determine student’s eligibility for need and non-need based aid
6. Percentage of need met by student aid programs
7. The Institutional Refund and Federal Refund policies
8. Types of aid awarded, descriptions and criteria of each type
9. How to repay a federal loan at any time with no prepayment penalties
10. Student loan repayment, deferment, forbearance and cancellation options
11. How to access his/her student loan history
12. How Satisfactory Academic Progress (SAP) is measured, monitored, and the consequences of failing to meet SAP as well as the appeals process

**Student Responsibilities:**

1. Must complete all required or requested applications and documents by established aid deadlines
2. Maintain satisfactory academic progress as required for the College
3. Must complete a DIRECT LOAN ENTRANCE session and a MASTER PROMISSORY NOTE if borrowing for the first time and prior to disbursement of funds
4. Must complete a DIRECT LOAN EXIT session upon graduation, withdrawal from the College or for enrollment status of less than half-time
5. The student must provide accurate information on all financial aid forms. In most instances, misreporting information on financial aid application forms is a violation of the law and may be considered a criminal offense, indictable under US Criminal Code. The student must, without exception, report any of the following changes at once to the Office of Financial Aid, lender, or servicing agency: withdrawal from school; transfer to another school; reduction to less than half-time status; change in name; change in address or parents’ address; Military, Peace Corps or VISTA enlistment.
6. To carefully read and review their financial aid award letters before signing and returning to the Aid Office
7. Must make an effort to comply with all financial aid requests for additional information or documents within a reasonable timeframe not later than deadline stated on the request for information letter
8. Must read and understand all forms before signing, and keep copies for personal records
9. Must comply with all rights and responsibilities governing the student loan borrower
10. Comply with all guidelines and requirements established for all federal, state and institutional aid program

**VETERANS AFFAIRS EDUCATION BENEFITS – REGISTRAR’S OFFICE**

The Veterans Affairs (VA) Education Benefits are coordinated with the certifying officials in the Office of the Registrar. Watkins degree and certificate programs are approved for veteran’s education by the Tennessee State Approving Agency for the training of veterans and their eligible dependents.

Watkins certifies enrollment and changes in enrollment of eligible students to the Veterans Administration (VA). The process begins by completing and submitting an application online. Go to [www.GIBILL.va.gov](http://www.GIBILL.va.gov), select “Educational Benefits” then click on “How to Apply for Benefits”. The second step is to apply for reimbursement. For questions, call 1(888) 442-4551.
The VA will mail a Certificate of Eligibility (COE) disclosing the Chapter and level of benefits. The Certifying Official requires a copy of the COE along with the Certification of Other Colleges Attended Form and the VA Enrollment Verification Form. The forms allow Watkins to release student records for certification and are available in the Registrar’s Office, Room 116. It is mandatory for veterans to disclose all enrollments in other post secondary institutions prior to the first semester of enrollment at Watkins. Certification of enrollment is processed after the receipt of completed forms and after the College’s Drop/Add period ends.

The Veterans Administration (VA) requests that students do their own inquiries. The student is responsible for asking questions and submitting an inquiry to the VA about the status of their application and eligibility of benefits. Watkins does not submit inquiries on behalf of the student.

**Post 9/11 and Yellow Ribbon**

Watkins agrees to offer Yellow Ribbon benefits to the first five qualified students on a first-come-first-served basis, regardless of the rate at which the individual is pursuing training (i.e., full-time versus less-than-full-time) during the academic year.

Upon receipt of the Certificate of Eligibility (COE), the Office of the Registrar applies a date stamp to a copy of the original document, maintaining a list of eligible candidates by date of entry. In the event a student fails to enroll in a standard semester session, eligibility is forfeited to the next eligible candidate. An individual who loses eligibility is placed at the end of the list of eligible candidates. If a student drops out for a standard semester, her or his name is removed from the list of eligible candidates. If an eligible student returns to Watkins her or his name will be placed at the end of the wait list.

Watkins agrees to provide Yellow Ribbon contributions for up to five eligible individuals during the academic year beginning the first day of August 2012 following the “Date of Acceptance” by the certifying official. Eligible individuals may request to amend the effective date of eligibility with the VA. An individual may be eligible for a period of thirty-six months. Terms are available at [www.GIBILL.va.gov](http://www.GIBILL.va.gov). The Watkins Financial Aid office is responsible for determining if an individual with VA benefits remains entitled to other aid or scholarships.

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