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  Post 9/11 and Yellow Ribbon
Art is an indispensable quality of the human experience.

It surrounds us, feeds us, enrages us, inspires us; it is provocative, messy, considered, spontaneous, intuitive, perfect, and incomplete.

It is human. Art is the reflection of our shared experience—Hamlet’s mirror up to nature. It comments upon the present and forecasts the future. Artists are the cartographers of the infinite and the scribes of the immediate.

At Watkins College of Art, Design & Film you will become the artist you are meant to be. You will never work harder and you will demand greater challenges. You will be fearless, vulnerable, generous, brilliant, and naive all at once. You will have a life of trial, success, failure, risk, and growth in every moment. You will have the privilege of leading life “all-in.”

Nashville is a city on the cutting edge of the creative economy and Watkins its shining star in art education. Your training at the college, and experience of the vast opportunities the city affords, will prepare you for a career in your discipline. You will meet legends of the art world, experience classic and contemporary masterpieces, and leave us prepared in technique, vision, aesthetic, and business savvy.

Watkins’ faculty members are leading practitioners in their fields. They will bring to you real life experience, based upon unparalleled professional success. Watkins professors all come to us at the height of their careers, wanting only to make such achievement happen for you. The college is beautiful; the equipment, studios, and technology are the best to be found.

At Watkins we–students, staff, and faculty–welcome you to the life of the mind and invite you into the community of artists. Here you will find that together, nothing is impossible.

J. Kline, Ph.D.
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.

The mission represents a commitment by the Watkins academic community of students, faculty, and staff to these goals:

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 five academic major programs combine to enable and enhance every student's ability to think critically and analytically.

Train the Eye
Watkins students understand and can apply the basic fundamentals and principles of the visual arts. The arts foundation component of the General Education program and the five academic major programs 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 College are prepared to lead productive lives as artists, designers, 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 three hundred students who form the Watkins community. Instructors have appropriate graduate credentials and/or professional experience 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 lifelong 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 maintains a cooperative agreement with the Fisk University Library; Watkins students have access to their collection with a Watkins ID.

The library is open Monday – Thursday 9:00 am – 6:00 pm, Friday 9:00 am - 4pm. 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 with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award the Bachelor of Fine Arts degree, the Bachelor of Arts degree, the Certificate in Film and the Certificate in Interior Design. Contact the Commission on Colleges at 1866 Southern Lane, Decatur Georgia 30033-4097 or call 404- 679-4500 for questions about the accreditation of Watkins College of Art, Design & Film.

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.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), 236 Hope Street, Providence Road Island 02906; by telephone (401) 270-5991, 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.

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Martin Dillingham, Director of Facilities
Josh Hill, Assistant Director of Facilities
## Academic Calendar

### Fall 2015

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 15 (Sat)</td>
<td>Housing Reopens&lt;br&gt;New Student Move-In</td>
</tr>
<tr>
<td>August 16</td>
<td>College Opens</td>
</tr>
<tr>
<td>August 16 - 18</td>
<td>Orientation for New Students</td>
</tr>
<tr>
<td>August 17 – 18</td>
<td>New Student Registration</td>
</tr>
<tr>
<td>August 19</td>
<td>Late Registration</td>
</tr>
<tr>
<td>August 20 (Thu)</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>Aug 20 - Sept 3</td>
<td>Drop/Add Period</td>
</tr>
<tr>
<td>August 20 - 26</td>
<td>100% Refund Period*</td>
</tr>
<tr>
<td>August 27 - 28</td>
<td>75% Refund Period</td>
</tr>
<tr>
<td>August 31 - Sep 1</td>
<td>50% Refund Period</td>
</tr>
<tr>
<td>September 2</td>
<td>25% Refund Period</td>
</tr>
<tr>
<td>September 2</td>
<td>Last Day to Drop/Add&lt;br&gt;Refund Period Ends</td>
</tr>
<tr>
<td>September 2</td>
<td>Last Day to Change&lt;br&gt;Class Enrollment Type</td>
</tr>
<tr>
<td>September 3</td>
<td>Begin Withdrawal Period&lt;br&gt;No Refunds</td>
</tr>
<tr>
<td>September 3</td>
<td>Census Day</td>
</tr>
<tr>
<td>September 7</td>
<td>No Classes, Labor Day&lt;br&gt;Building Closed</td>
</tr>
<tr>
<td>October 5 – 9</td>
<td>Mid-Term Evaluation Week</td>
</tr>
<tr>
<td>October 13 (Tues)</td>
<td>Mid-Term Grades Due</td>
</tr>
<tr>
<td>October 19 - 20</td>
<td>No Classes, Fall Break&lt;br&gt;Building Open</td>
</tr>
<tr>
<td>November 2 - 6</td>
<td>Advising/Registration Week</td>
</tr>
<tr>
<td>November 16 (Mon)</td>
<td>Last Day to Withdraw</td>
</tr>
<tr>
<td>November 16</td>
<td>Last Day to Apply for <strong>Spring / Summer 2016</strong>&lt;br&gt;Graduation</td>
</tr>
<tr>
<td>November 25 - 27</td>
<td>No Classes, Thanksgiving&lt;br&gt;Building Closed, Nov 25-26&lt;br&gt;Open Nov 27 - 29</td>
</tr>
<tr>
<td>December 2</td>
<td>Last Day to Request Incomplete</td>
</tr>
<tr>
<td>December 9 (Wed)</td>
<td>Classes End</td>
</tr>
<tr>
<td>December 12 (Sat)</td>
<td>Fall Move - out @ 2pm</td>
</tr>
<tr>
<td>December 14 (Mon)</td>
<td>Final Grades Due</td>
</tr>
<tr>
<td>December 19 - Jan 3</td>
<td><strong>College Closed, Winter Break</strong>&lt;br&gt;(Housing Reopens January 9)</td>
</tr>
</tbody>
</table>

*When a holiday occurs during the drop-add period, refunds will be determined on a case-by-case basis.*
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 4</td>
<td>College Reopens</td>
</tr>
<tr>
<td>January 9</td>
<td>Housing Reopens</td>
</tr>
<tr>
<td>January 9</td>
<td>New Student Move-In</td>
</tr>
<tr>
<td>January 11</td>
<td>New Student Orientation</td>
</tr>
<tr>
<td>January 11 - 12</td>
<td>New Student Registration</td>
</tr>
<tr>
<td>January 13</td>
<td>Late Registration</td>
</tr>
<tr>
<td>January 14 (Thu)</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>January 14 - 28</td>
<td>Drop/Add Period</td>
</tr>
<tr>
<td>January 14 - 20</td>
<td>100% Refund Period*</td>
</tr>
<tr>
<td>January 18</td>
<td>No Classes, MLK Holiday</td>
</tr>
<tr>
<td>January 21 - 22</td>
<td>Building Closed</td>
</tr>
<tr>
<td>January 25 - 26</td>
<td>75% Refund Period</td>
</tr>
<tr>
<td>January 25 - 26</td>
<td>50% Refund Period</td>
</tr>
<tr>
<td>January 27 - 28</td>
<td>25% Refund Period</td>
</tr>
<tr>
<td>January 28</td>
<td>Last Day to Drop/Add</td>
</tr>
<tr>
<td>January 28</td>
<td>Refund Period Ends</td>
</tr>
<tr>
<td>January 28</td>
<td>Last Day to Change Class Enrollment Type</td>
</tr>
<tr>
<td>January 29</td>
<td>Begin Withdrawal Period</td>
</tr>
<tr>
<td>January 29</td>
<td>No Refunds</td>
</tr>
<tr>
<td>January 29</td>
<td>Census Day</td>
</tr>
<tr>
<td>February 12 (Fri)</td>
<td>No Classes, Presidents Day Observed</td>
</tr>
<tr>
<td>February 29 – March 4</td>
<td>Mid-Term Evaluation Week</td>
</tr>
<tr>
<td>March 8 (Tues)</td>
<td>Mid-Term Grades Due @ 12pm</td>
</tr>
<tr>
<td>March 14 - 18</td>
<td>No Classes, Spring Break</td>
</tr>
<tr>
<td>April 4 - 8</td>
<td>Advising/Registration Week</td>
</tr>
<tr>
<td>April 15 (Fri)</td>
<td>Last Day to Withdraw</td>
</tr>
<tr>
<td>April 15 (Fri)</td>
<td>Last Day to Apply for Fall 2016 Graduation</td>
</tr>
<tr>
<td>April 29</td>
<td>Last Day to Request Incomplete</td>
</tr>
<tr>
<td>May 6 (Fri)</td>
<td>Classes End</td>
</tr>
<tr>
<td>May 7 (Sat)</td>
<td>Move out @ 2pm</td>
</tr>
<tr>
<td>May 9 (Monday)</td>
<td>Final Grades Due @ 12pm</td>
</tr>
<tr>
<td>May 14 (Sat)</td>
<td>Commencement</td>
</tr>
</tbody>
</table>

*When a holiday occurs during the drop-add period, refunds will be determined on a case-by-case basis.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>May 12 (Thu)</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>May 12</td>
<td>Maymester Late Registration Day</td>
</tr>
<tr>
<td>May 12 - 18</td>
<td>Drop/Add Period</td>
</tr>
<tr>
<td>May 12 - 13</td>
<td>100% Refund Period for Maymester Classes*</td>
</tr>
<tr>
<td>May 14</td>
<td>Commencement</td>
</tr>
<tr>
<td>May 16</td>
<td>75% Refund Period</td>
</tr>
<tr>
<td>May 17</td>
<td>50% Refund Period</td>
</tr>
<tr>
<td>May 18</td>
<td>Last Day to Drop/Add</td>
</tr>
<tr>
<td>May 18</td>
<td>25% Refund Period</td>
</tr>
<tr>
<td>May 18</td>
<td>Last Day to Change Class Enrollment Type</td>
</tr>
<tr>
<td>May 19</td>
<td>Begin Withdrawal Period</td>
</tr>
<tr>
<td>May 19</td>
<td>No Refunds</td>
</tr>
<tr>
<td>May 19</td>
<td>Census Day</td>
</tr>
<tr>
<td>May 25 (Wed)</td>
<td>Mid-Term Grades Due @ 12pm</td>
</tr>
<tr>
<td>May 26 (Thu)</td>
<td>Last Day to Withdraw</td>
</tr>
<tr>
<td>May 26 (Thurs)</td>
<td>Last Day to Request Incomplete</td>
</tr>
<tr>
<td>May 30</td>
<td>No Classes, Memorial Day</td>
</tr>
<tr>
<td>June 2 (Thurs)</td>
<td>Classes End</td>
</tr>
<tr>
<td>June 4 (Sat)</td>
<td>Maymester Move-out @2pm</td>
</tr>
<tr>
<td>June 6 (Mon)</td>
<td>Final Grades Due @12pm</td>
</tr>
</tbody>
</table>

*When a holiday occurs during the drop-add period, refunds will be determined on a case-by-case basis.*
### Summer 2016

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Refund Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 6 (Mon)</td>
<td>Classes Begin</td>
<td></td>
</tr>
<tr>
<td>June 6</td>
<td>Summer Late Registration Day</td>
<td></td>
</tr>
<tr>
<td>June 6 - 10</td>
<td>Drop/Add Period</td>
<td>100% Refund Period for Summer Classes</td>
</tr>
<tr>
<td>June 6 - 7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 8</td>
<td></td>
<td>75% Refund Period</td>
</tr>
<tr>
<td>June 9</td>
<td></td>
<td>50% Refund Period</td>
</tr>
<tr>
<td>June 10</td>
<td>Last Day to Drop/Add</td>
<td>25% Refund Period</td>
</tr>
<tr>
<td>June 10</td>
<td>Last Day to Change Class Enrollment Type</td>
<td></td>
</tr>
<tr>
<td>June 13</td>
<td>Begin Withdrawal Period</td>
<td>No Refunds</td>
</tr>
<tr>
<td>June 13</td>
<td>Census Day</td>
<td></td>
</tr>
<tr>
<td>June 27 – July 1</td>
<td>Mid-Term Evaluation Week</td>
<td></td>
</tr>
<tr>
<td>July 4</td>
<td>No Classes, Independence Day</td>
<td>Building Closed</td>
</tr>
<tr>
<td>July 5 (Tue)</td>
<td>Mid-Term Grades Due @ 12pm</td>
<td></td>
</tr>
<tr>
<td>July 14 (Thurs)</td>
<td>Last Day to Withdraw</td>
<td></td>
</tr>
<tr>
<td>July 21 (Thurs)</td>
<td>Last Day to Request Incomplete</td>
<td></td>
</tr>
<tr>
<td>July 28 (Thurs)</td>
<td>Classes End</td>
<td></td>
</tr>
<tr>
<td>July 30 (Sat)</td>
<td>Housing Closes @ 2pm</td>
<td></td>
</tr>
<tr>
<td>Aug 1 (Mon)</td>
<td>Final Grades Due</td>
<td></td>
</tr>
</tbody>
</table>

*When a holiday occurs during the drop-add period, refunds will be determined on a case-by-case basis.*
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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 60 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, Directing, Screenwriting, 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.

Plan of Study
On the subsequent pages are plans of study for BFA students sorted by the different concentrations, Certificate students, and Special Status/Belmont or Fisk students.

All BFA students are required to complete the first two years of the program exactly as outlined. This is to insure uniformity of instruction, sequencing and a foundation of coursework that supports upper level and concentration courses. Students enrolled in 15 credit hours can follow the plan as outlined; those enrolled with less credit hours, part-time students and those entering in the spring semester will design a plan of study with their advisor that takes into account the need to complete the sequence of 18 courses and the Portfolio Review before scheduling advanced course work.

All students will follow the current catalog. No student will be required to take more than 120 credit hours or extend their plan of study (filed with their advisor) because of a catalog change. Otherwise, students will adapt to the new requirements.

Certain courses are designated as being offered in the Fall only or Spring only. While this is not a guarantee and enrollment will influence the final decision, students should take this into account when designing their plan of study.

Laptop Requirement
Watkins requires all film students enrolled in FLM 112.01, Tech I, and all production classes taken
subsequent to Tech I, to provide their own laptop computers. Recommended hardware: Apple Macbook Pro with at least 4GB of RAM. Please consult The Film School Chair or Information Technology and Equipment Services for approval of any other computer.

Faculty
Richard Gershman (2013) -- Associate Professor and Chair – BA Natural Sciences (1973) University of Pennsylvania; MFA Theater Directing (1977) New York University Tisch School for the Arts; MFA Film Directing (1985) American Film Institute AFI Conservatory


Robert Gordon (2009) – Associate Professor – BA Theater Arts (1962) University of California at Los Angeles
Curriculum
Bachelor of Fine Arts in Film 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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<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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Visual Arts Elective Explorations 6 Credit Hours

1 Visual Art Electives

Film Foundation 45 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FLM 103</td>
<td>Elements of Film Art</td>
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<tr>
<td>FLM 112</td>
<td>Tech I</td>
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<td>FLM 201</td>
<td>The Early Development of Cinema</td>
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<td>FLM 202</td>
<td>Modern International Cinema</td>
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<tr>
<td>FLM 204</td>
<td>Introduction to Screenwriting</td>
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<tr>
<td>FLM 210</td>
<td>Film Production I</td>
<td>3</td>
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<tr>
<td>FLM 211</td>
<td>Film Production II</td>
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<td>Motion Picture Camera</td>
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<td>FLM 261</td>
<td>Directing Workshop</td>
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<td>FLM 291</td>
<td>Introduction to Editing</td>
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<td>FLM 292</td>
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<td>FLM 311</td>
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<td>FLM 332</td>
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General Education Core Requirements 30 Credit Hours

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<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
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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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<td>COM 220</td>
<td>Fundamentals of Speech Communication</td>
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</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>
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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>
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<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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</table>

General Education Elective Explorations 9 Credit Hours

2 General Education Electives

---

1 Visual Arts Elective Exploration classes can be any studio class offered within The Film School or any other department, as long as its focus remains in the Visual Arts.

2 General Education Elective Exploration classes can be any lecture class offered in the General Education curriculum or any Film School Special Topics class.
(BFA in Film Curriculum, continued)

**Film Concentration** (choose one)  
9-15 Credit Hours

<table>
<thead>
<tr>
<th>Cinematography</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>FLM 371 Motion Picture Lighting</td>
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<tr>
<td>FLM 372 Pre/Post Digital Imaging</td>
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<tr>
<td>FLM 411 Film Production IV-A</td>
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<td>FLM 412 Film Production IV-B</td>
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<table>
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<tr>
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<tbody>
<tr>
<td>FLM 262 Acting for Directors</td>
<td>3</td>
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<tr>
<td>FLM 301 Production Fundamentals</td>
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</tr>
<tr>
<td>FLM 362 Advanced Directing</td>
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</tr>
<tr>
<td>FLM 411 Film Production IV-A</td>
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<table>
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<tr>
<th>Editing</th>
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<tr>
<td>FLM 391 Intermediate Editing</td>
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</tr>
<tr>
<td>FLM 392 Film Sound II</td>
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<tr>
<td>FLM 490 Advanced Editing</td>
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<table>
<thead>
<tr>
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<tr>
<td>FLM 301 Production Fundamentals</td>
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<td>FLM 412 Film Production IV-B</td>
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<table>
<thead>
<tr>
<th>Screenwriting</th>
<th>Credit Hours</th>
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<tr>
<td>FLM 411 Film Production IV-A</td>
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<tr>
<td>FLM 430 Writing Serialized Stories</td>
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<tr>
<td>FLM 431 Screenwriting Workshop</td>
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</table>

**Film Electives** (choose from list below)  
3-9 Credit Hours

<table>
<thead>
<tr>
<th>Concentration Electives (varies)</th>
<th>Credit Hours</th>
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**Total Hours**  
120 Credit Hours
**Film Electives**

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<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>COL 301</td>
<td>Music Industry and the Visual Arts</td>
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<tr>
<td>COL 302</td>
<td>Media Studio Production</td>
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<tr>
<td>FLM 262</td>
<td>Acting for Directors</td>
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<td>FLM 294</td>
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<td>FLM 301</td>
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<td>FLM 330</td>
<td>Advanced Screenwriting</td>
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<td>FLM 362</td>
<td>Advanced Directing</td>
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<tr>
<td>FLM 371</td>
<td>Motion Picture Lighting</td>
<td>3</td>
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<tr>
<td>FLM 372</td>
<td>Pre/Post Digital Imaging</td>
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<tr>
<td>FLM 380</td>
<td>Non-Narrative Films</td>
<td>3</td>
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<td>FLM 391</td>
<td>Intermediate Editing</td>
<td>3</td>
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<td>FLM 392</td>
<td>Film Sound II</td>
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<td>FLM 411</td>
<td>Film Production IV-A</td>
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<tr>
<td>FLM 421</td>
<td>Internship II</td>
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<td>FLM 423</td>
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<td>FLM 430</td>
<td>Writing Serialized Stories</td>
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<td>FLM 431</td>
<td>Screenwriting Workshop</td>
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<td>FLM 480</td>
<td>Independent Study</td>
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<td>FLM 490</td>
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**Belmont University (recommended courses)**

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<tr>
<td>EIS 1220</td>
<td>The Entertainment Industry</td>
<td>3</td>
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<tr>
<td>EIS 2310</td>
<td>Entertainment Industry Economics</td>
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<td>(prerequisite EIS 1220)</td>
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<tr>
<td>EIS 3840</td>
<td>Entertainment Industry Dist. &amp; Promotion</td>
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<tr>
<td></td>
<td>(prerequisite EIS 1220)</td>
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</table>

² FLM 451 Film Industry, Business & Finance will be accepted in place of EIS 1220 The Entertainment Industry. This will allow Watkins students who wish to take upper level classes to meet this pre-requisite for the Mike Curb College of Entertainment and Music Business at Belmont University.
Plan of Study
Bachelor of Fine Arts in Film
Cinematography Concentration

**First Year**
- ART 161 2-D Design/Color Fundamentals
- ART 162 Drawing I
- ENG 101 English Comp. I
- FLM 103 Elements of Film Art
- FLM 112 Tech I
  (15 Credit Hours)

**Second Year**
- ART 101 Art History Survey I
- FLM 201 The Early Dev. of Cinema
- FLM 204 Intro to Screenwriting
- FLM 261 Directing Workshop
- General Education Elective
  (15 Credit Hours)

**Third Year**
- MAT 101 Math for Visual Arts
- FLM 211 Film Production II
- FLM 332 Writing the Short Screenplay
- FLM 371 Motion Picture Lighting
- General Education Elective
  (15 Credit Hours)

**Fourth Year**
- HIS 101 History of World Civ I
- SCI 3XX Science Series
- FLM 411 Film Production IV-A
- General Education Elective
- Film Concentration Elective
  (15 Credit Hours)

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## Plan of Study

### Bachelor of Fine Arts in Film

#### Directing Concentration

**First Year**

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<tr>
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<th>Course Title</th>
<th>Program Credit</th>
<th>Notes</th>
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<td>ART 161</td>
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<td>ART 162</td>
<td>Drawing I</td>
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<tr>
<td>ENG 101</td>
<td>English Comp. I</td>
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<td></td>
</tr>
<tr>
<td>FLM 103</td>
<td>Elements of Film Art</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FLM 112</td>
<td>Tech I</td>
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<td><strong>(15 Credit Hours)</strong></td>
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**Second Year**

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<th>Course Title</th>
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<tr>
<td>ART 101</td>
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<tr>
<td>FLM 201</td>
<td>The Early Dev. of Cinema</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FLM 204</td>
<td>Intro to Screenwriting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FLM 261</td>
<td>Directing Workshop</td>
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<td><strong>General Education Elective</strong></td>
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<td><strong>(15 Credit Hours)</strong></td>
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**Third Year**

<table>
<thead>
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<th>Course Title</th>
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<td>FLM 211</td>
<td>Film Production II</td>
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<tr>
<td>FLM 332</td>
<td>Writing the Short Screenplay</td>
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<td>FLM 262</td>
<td>Acting for Directors</td>
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<tr>
<td>FLM 301</td>
<td>Production Fundamentals</td>
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**Fourth Year**

<table>
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<tbody>
<tr>
<td>HIS 101</td>
<td>History of World Civ I</td>
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<tr>
<td>SCI 3XX</td>
<td>Science Series</td>
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<tr>
<td>FLM 411</td>
<td>Film Production IV-A</td>
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<td><strong>General Education Elective</strong></td>
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<tr>
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<tr>
<td><strong>(15 Credit Hours)</strong></td>
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</tr>
</tbody>
</table>

---

5 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.
Plan of Study
Bachelor of Fine Arts in Film
Editing Concentration

First Year
ART 161 2-D Design/Color Fundamentals
ART 162 Drawing I
ENG 101 English Comp. I
FLM 103 Elements of Film Art
FLM 112 Tech I
(15 Credit Hours)

ART 163 3D Design
ART 164 4D Design
ENG 102 English Comp. II
FLM 221 Motion Picture Camera
FLM 291 Intro to Editing
(15 Credit Hours)

Second Year
ART 101 Art History Survey I
FLM 201 The Early Dev. of Cinema
FLM 204 Intro to Screenwriting
FLM 261 Directing Workshop
General Education Elective

ART 102 Art History Survey II
FLM 202 Mod. Intern'l Cinema
FLM 210 Film Production I
FLM 291 Film Sound I
FLM 299 Portfolio Review
Visual Arts Elective
(15 Credit Hours)

(15 Credit Hours)

Third Year
MAT 101 Math for Visual Arts
FLM 210 Film Production II
FLM 332 Writing the Short Screenplay
FLM 391 Intermediate Editing
FLM 294 Motion Graphics
(15 Credit Hours)

COM 220 Fund. of Speech
FLM 311 Film Production III
FLM 451 Film Ind. Bus & Fin
FLM 392 Film Sound II
Visual Arts Elective
(15 Credit Hours)

Fourth Year
HIS 101 History of World Civ I
SCI 3XX Science Series
General Education Elective
General Education Elective
Film Concentration Elective
(15 Credit Hours)

HIS 102 History of World Civ II
ANT 101 Anthropology
FLM 490 Advanced Editing
FLM 499 Senior Seminar
Film Concentration 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.
## Plan of Study
### Bachelor of Fine Arts in Film
#### Producing Concentration

### First Year
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ART 161</td>
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<td>ART 163</td>
<td>3D Design</td>
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<td>ART 162</td>
<td>Drawing I</td>
<td>ART 164</td>
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<td>English Comp. I</td>
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<td>English Comp. II</td>
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<td>FLM 103</td>
<td>Elements of Film Art</td>
<td>FLM 221</td>
<td>Motion Picture Camera</td>
</tr>
<tr>
<td>FLM 112</td>
<td>Tech I</td>
<td>FLM 291</td>
<td>Intro to Editing</td>
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(15 Credit Hours)

### Second Year
<table>
<thead>
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<th>Course Title</th>
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<td>ART 101</td>
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<td>ART 102</td>
<td>Art History Survey II</td>
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<td>The Early Dev. of Cinema</td>
<td>FLM 202</td>
<td>Mod. Intern'l Cinema</td>
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<td>FLM 204</td>
<td>Intro to Screenwriting</td>
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<td>Film Production I</td>
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<td>FLM 261</td>
<td>Directing Workshop</td>
<td>FLM 292</td>
<td>Film Sound I</td>
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(15 Credit Hours)

### Third Year
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<tbody>
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<td>COM 220</td>
<td>Fund. of Speech</td>
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<td>FLM 311</td>
<td>Film Production III</td>
</tr>
<tr>
<td>FLM 301</td>
<td>Production Fundamentals</td>
<td>FLM 451</td>
<td>Film Ind, Bus &amp; Fin</td>
</tr>
<tr>
<td>FLM 332</td>
<td>Writing the Short Screenplay</td>
<td>Visual Arts Elective</td>
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<tr>
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<td>Film Concentration Elective</td>
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(15 Credit Hours)

### Fourth Year
<table>
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<th>Course Code</th>
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<td>History of World Civ II</td>
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<td>Anthropology</td>
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<td>Film Production IV-A</td>
<td>FLM 412</td>
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</table>

(15 Credit Hours)

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### Plan of Study
**Bachelor of Fine Arts in Film**  
**Screenwriting Concentration**

#### First Year
- **ART 161** 2-D Design/Color Fundamentals
- **ART 162** Drawing I
- **ENG 101** English Comp. I
- **FLM 103** Elements of Film Art
- **FLM 112** Tech I
  - (15 Credit Hours)

#### Second Year
- **ART 101** Art History Survey I
- **FLM 201** The Early Dev. of Cinema
- **FLM 221** Motion Picture Camera
- **FLM 261** Directing Workshop
- **General Education Elective**
  - (15 Credit Hours)

#### Third Year
- **COM 220** Fund. of Speech
- **FLM 211** Film Production II
- **FLM 332** Writing the Short Screenplay
- **General Education Elective**
  - (15 Credit Hours)

#### Fourth Year
- **HIS 101** History of World Civ I
- **SCI 3XX** Science Series
- **FLM 411** Film Production IV-A
- **FLM 431** Screenwriting Workshop
- **Film Concentration Elective**
  - (15 Credit Hours)

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8 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**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>FLM 103</td>
<td>Elements of Film Art</td>
<td>3</td>
</tr>
<tr>
<td>FLM 112</td>
<td>Tech I</td>
<td>3</td>
</tr>
<tr>
<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>
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<td>FLM 204</td>
<td>Introduction to Screenwriting</td>
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<td>Film Production II</td>
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<tr>
<td>FLM 221</td>
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<td>FLM 292</td>
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Film Electives (12 Credit Hours)

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**Total Hours**

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**Plan of Study**

**Film Certificate Program**

**First Year**

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**Second Year**

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### Curriculum

#### Belmont/ Minor in Film

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<td>FLM 103 Elements of Film Art</td>
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<tr>
<td>FLM 112 Tech I</td>
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<tr>
<td>FLM 204 Introduction to Screenwriting</td>
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<tr>
<td>FLM 261 Directing Workshop</td>
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<tr>
<td>FLM 291 Introduction to Editing</td>
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</tr>
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<td>FLM 210 Film Production I</td>
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**Total Hours** 18 Credit Hours

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#### Curriculum

#### Fisk/ Minor in Film Studies

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<th>Film Studies Minor</th>
<th>18 Credit Hours</th>
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<tr>
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<td>FLM 112 Tech I</td>
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<td>FLM 201 Early Development of Cinema</td>
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<td>FLM 202 Modern International Cinema</td>
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<tr>
<td>FLM 2XX Film Elective</td>
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</table>

**Total Hours** 18 Credit Hours
Film Course Descriptions
(Prerequisites are shown in parentheses. If class is Fall or Spring Only, this is also indicated.)

COL 301
Professional Practices: Music Industry and the Visual Arts
(Warner Music/Watkins Initiative)
*Studio, 3 Credit Hours (Fall Only)*
A multidisciplinary team of filmmakers, graphic designers and photographers will interact with the creative team at Warner Music Nashville to conceptualize a visual approach to branding new artists. Students will develop various scenarios and pitch the team at WMN and, if approved, will then execute these ideas which might include photo shoots, music videos, album covers or any other representation across all media platforms. Students will be required to sign a project release with Warner Music Nashville. (Junior or Senior status, Chair approval required)

COL 302
Media Studio Production
(NECAT/Watkins Initiative)
*Studio, 3 Credit Hours (Spring Only)*
This course introduces students to the process of studio production. This format involves a real time edit, using multiple cameras to create a program suitable for television broadcast. This technique and this approach are utilized in the creation of some sitcoms, daytime dramas, talk shows, news shows, game shows and sports commentary. It can also be used to create any media that is assembled in real time. Students can experiment with any type of visual media as long as it’s created or assembled in the studio. NECAT instructors will be training you on their equipment and available to answer questions during production. All programs created at NECAT must be aired initially on their channel. There is an additional fee ($175) that includes membership in NECAT and access to their facilities for a year.

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

FLM 112
Tech I
*Studio, 3 Credit Hours*
A hands-on introduction to grip, lighting, digital camera operation, sound, and editing. Students are introduced to the team approach of filmmaking, and exercise these skills with in-class assignments and out of class projects. Students must crew on productions as part of their curriculum. Students are required to build a complete grip bag and have a pair of professional headphones. (The costs of these items are to be paid by the students.)

FLM 201
The Early Development of Cinema
*Lecture, 3 Credit Hours (Fall Only)*
An historical survey of American and international film covering such areas as the evolution of cinematic 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 (Spring Only)*
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 I and II courses.  
(ENG 101)

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. This first class in production emphasizes visual storytelling and is an MOS film.  
(FLM 204, 221, 261, 291) (Belmont Students, FLM 204, 261, 291)

FLM 211  
**Film Production II**  
*Studio, 3 Credit Hours*  
Students apply the basics of the filmmaking process by producing, writing 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)

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 (Fall Only)*  
An introduction to the fundamentals of production design. Students study the impact of film design on production, the interaction between the director and the entire creative team in realizing the vision of the film from reading the script, through preproduction and filming.

FLM 261  
**Directing Workshop**  
*Studio, 3 Credit Hours*  
An introductory course designed to provide an understanding of and hands-on experience directing actors and then, by assessing and executing a series of shots, tell the story of that scene. 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 (Fall Only)
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 used to create believable characterizations. Students improve their imagination, increase their instincts for honest interaction, and develop a useful vocabulary for communicating with actors.

FLM 263-289 Series
Special Topics in Film
Lecture, 3 Credit Hours
Courses that explore specific areas of filmmaking that may serve as general education electives for all film concentrations. (ENG 102)

FLM 263
The Horror Film
Lecture, 3 Credit Hours
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
Critical Studies in Film Noir
Lecture, 3 Credit Hours
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
Lecture, 3 Credit Hours
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 274A
The Coen Brothers
Lecture, 3 Credit Hours
This course will examine the complete body of work from the directors, Ethan and Joel Coen. Their films will be investigated from a perspective of culture, genre, artistry and finance. Their influences, strategies and tendencies will be examined in terms of narrative content and cinematic technique. How their particular vision has affected the mainstream Hollywood genre will also be addressed.

FLM 281
Introduction to Documentary Films
Lecture, 3 Credit Hours
This course explores the documentary form through history, theory and practice. Students will look at different documentary approaches and methods. Viewing and analysis of various films will be a vital part of the class.
FLM 283  
**History of the American Musical**  
*Lecture, 3 Credit Hours*

The history of the American Musical begins in 1927 with Warner Brothers’ *The Jazz Singer*, also the first talking picture. While the 1930s to the 1960s are considered the Golden Age of the Hollywood Musical, current versions of the genre continue to reflect American style and values. We will examine the Hollywood Musical from Busby Berkeley to Judy Garland and Gene Kelly, on to later twentieth century works such as *Cabaret* and *The Rocky Horror Picture Show*, and conclude with recent productions such as *Moulin Rouge* and *Ray*. This course will look at the musical from the lens of history, genre, artistry, and contemporary culture. We will move from Hollywood-style grand productions to rock and roll fueled, independent cinema, adding in an occasional iconic foreign film such as Richard Lester’s *A Hard Day’s Night* or Jacques Demy’s *The Umbrellas of Cherbourg*.

FLM 284A  
**Science Fiction**  
*Lecture, 3 Credit Hours*

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 – the Science Fiction film travels at light speed across the entire history of cinema. This course will study the evolution of the Science Fiction film from around the world.

FLM 285  
**American Independent Cinema**  
*Lecture, 3 Credit Hours*

This 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 1960’s 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**  
*Lecture, 3 Credit Hours*

A historical survey of French film: key movements (Surrealism, Poetic Realism, New Wave, Cinema 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 or artist interested in social, political, ethnic, class and gender issues?

FLM 286C  
**Sexuality and Cinema**  
*Lecture, 3 Credit Hours*

This course will focus on the human body onscreen. It will consider all types of sexuality and note the changes in portraying it during different decades. We will explore how contemporary filmmakers include homosexual, bisexual and queer characters and themes in their movies.

FLM 288  
**History of TV Drama**  
*Lecture, 3 Credit Hours*

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 1950’s with “live” 90 minute original dramas by such writers as Rod Serling and Paddy Chayevsky. From these anthologies, students will be introduced to the seminally popular one hour and half hour series from network and cable television.
FLM 289
Women And Film
Lecture, 3 Credit Hours
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-garde 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. Students are required to have a set of professional headphones as well as a FireWire 800 hard drive.
(FLM 112, Co-requisite FLM 291)

FLM 294
Motion Graphics
Studio, 3 Credit Hours (Fall Only)
Students practice the conception, design, and rendering of motion graphics in the service of titling, special effects, and other post-production processes from the position of the editor’s desktop.
(FLM 291)

FLM 299
Portfolio Review
Does Not Earn Academic Credit
The film faculty will review student work completed in the first half of the program. Students must pass this review in order to enroll in upper level film courses. Students must take this course in the semester in which they accumulate 60 credits.

FLM 301
Production Fundamentals
Studio, 3 Credit Hours (Fall Only)
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 311  
Film Production III  
Studio, 3 Credit Hours  
A study of the principles and practices of making a film through the collaborative process of utilizing production teams. Students should utilize scripts written in the Short Screenplay class and begin working in their area of specialization.  
(FLM 211, 332)

FLM 330  
Advanced Screenwriting  
Studio, 3 Credit Hours (Spring Only)  
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. This class is designed as a working writers “group”, with the goal of the semester being the rewriting, polishing, and final preparation of scripts appropriate for Film Production III and Film Production IV.  
(FLM 204)

FLM 362  
Advanced Directing  
Studio, 3 Credit Hours (Spring Only)  
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, and communication with actors, exploration of the rehearsal process, 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 371  
Motion Picture Lighting: 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 advanced video and lighting techniques.  
(FLM 221)

FLM 372  
Pre/Post Digital Imaging  
Studio, 3 Credit Hours (Spring Only)  
A class for cinematographers, editors and directors that enhances their ability in the preproduction stage by learning about previz programs and in the post production process by learning about color correction programs like DaVinci.  
(FLM 221)
FLM 380
Non-Narrative Films
Studio, 3 Credit Hours
A study of various forms of filmmaking outside the traditional paradigm of narrative films. Documentaries, music videos, advertising, and other forms will be explored. A study of alternate visual techniques that support diverse subject matters such as a news event, a performance or an ad campaign. Students will have the chance to create a project of their choice that utilizes these other forms.

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 supervising 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 (Spring Only)
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.

(FLM 291, 292)

FLM 411
Film Production IV-A
Studio, 3 Credit Hours
Students work on a production team in their area of concentration. This project is a senior final thesis project and should demonstrate expertise in their chosen area of concentration. This class is taken in sequence with FLM 412 and involves script development and preproduction. Screenwriters may take FLM 411 only.

(FLM 311, Advisor approval required).

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. Editors may take FLM 412 only.

(FLM 411, Advisor approval required).

FLM 420
Internship I
1.5 Credit Hours
Students apprentice with a professional filmmaker or a business doing film related work, preferably in their area of concentration.
(Junior or Senior status: Chair approval required)
FLM 421  
*Internship II*  
1.5 Credit Hours  
Continuation of Internship I.  
(Junior or Senior status: Chair approval required)

FLM 423  
*Advanced Internship*  
3.0 Credit Hours  
Continuation of Internship I & II.  
(Junior or Senior status: Chair approval required)

FLM 430  
*Writing Serialized Stories*  
Studio, 3 Credit Hours (Spring Only)  
A class for screenwriters that looks at the demands of creating a continuing story, one that relies on a set of characters that evolve and a storyline that continues from episode to episode. This form now appears on many platforms – Network TV, Cable TV, and the Internet. Formatting, style, and business practices are examined.  
(FLM 204)

FLM 431  
*Screenwriting Workshop*  
Studio, 3 Credit Hours (Fall Only)  
In the culmination of screenwriting study, students write, read, critique, and revise scripts for features, television, and short films. These scripts are first written in the Advanced Screenwriting class.  
(FLM 330)

FLM 451  
*Film Industry, Business, and Finance*  
Lecture, 3 Credit Hours (Spring Only)  
This course focuses on business, legal and financial aspects of the motion picture and television industries. Students learn about both the creative and business aspects of production. The course emphasizes the role of the producer, and the various ways that features, documentaries, non-scripted and scripted television series get funded, developed, produced, distributed and marketed. A primary focus of the class is writing and presenting a business plan.

FLM 480  
*Independent Study*  
Lecture or Studio, 3 Credit Hours  
A one on one project designed around a particular student’s interest. A student would offer a proposal the semester before this is taken and be assigned a mentor. The proposal would be detailed, involve a timeline and some prior research or script. This class is appropriate for the student who wants to examine a film related subject in depth, research and write a critical paper of some length. This could also be an opportunity for a student to focus on a non-narrative project like a documentary, music video or ad campaign.  
(Junior or Senior status, 3.0 GPA, and Chair approval required)

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 311 or 411) from a rough cut to a fine cut, prepped for sound editing. We will concentrate on the roll of the editor in his relationship with the director, the producer and the studio, as well as exploring advanced techniques in visual effects, sound editing and storytelling.  
(FLM 391)
FLM 499
Senior Seminar
Lecture, 3 Credit Hours (Spring Only)
At the conclusion of their Plan of Study, graduating seniors will present to the Faculty and guests a summary of their accomplishments as Film Students, an assessment of their own work, and an Artistic Statement, which outlines their personal vision and goals. Seniors in preparation for graduation will create the following elements: a professional resume; a “reel” of their work; a “pitch” for their next project; a personal statement; and an outline of their future plans. Students take this course in their last semester before graduating.
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 BFA in Fine Art at Watkins College of Art, Design & Film provides a broad education that balances thinking and making, academic rigor, and experimental play. The curriculum begins with a strong foundation in visual core including drawing and rendering skills, elements and principles of design, the development of objects in space and time media components. The program builds strategies for effective visual dialogue and teaches the application of theory and skill to the studio practice. The BFA curriculum integrates an academic and studio education encouraging the student to build content and context within their practice. The curriculum allows for an interdisciplinary approach—there are no concentrations within the department. The openness of the curriculum in the Fine Art Department is the most valuable aspect of the BFA degree program in that it allows for creative, idiosyncratic, and tailored programs of artistic development, thereby emulating the very process of artistic making. Each student has 21 hours of electives to build towards areas of interest both within the department and the college at large.

The Fine Art program at Watkins builds towards the capstone class Senior Thesis Exhibition where each BFA candidate produces a researched body of work and a thesis paper. The Seminar style classes during the junior year allow the student to work closely with faculty and community professionals to foster specific dialogue pertinent to their areas of interest. As dedicated mentors, the faculty prepares students to challenge conventional ideas, be agile in a fast-moving world and nurture a lifelong passion for creative engagement.

Certain courses are designated as being offered in the Fall only or Spring only. While this is not a guarantee and enrollment will influence the final decision, students should take this into account when designing their plan of study.

Faculty


**Curriculum**
Bachelor of Fine Arts in Fine Art  
120 Credit Hours

### Visual Arts Core Requirements  
12 Credit Hours

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<tr>
<th>Course</th>
<th>Title</th>
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<td>ART 161</td>
<td>2-D Design / Color Fundamentals</td>
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<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  
12 Credit Hours

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<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>PHO 121</td>
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### Studio Electives 9

### Fine Art Major 57 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>ART 165</td>
<td>Drawing II</td>
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<tr>
<td>ART 200</td>
<td>Portfolio Review</td>
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<tr>
<td>ART 201</td>
<td>Figure Study I</td>
<td>3</td>
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<tr>
<td>ART 221</td>
<td>Modern Art History (1800–1945)</td>
<td>3</td>
</tr>
<tr>
<td>ART 222</td>
<td>Art History Special Topic Series</td>
<td>3</td>
</tr>
<tr>
<td>ART 231</td>
<td>Sculpture I</td>
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</tr>
<tr>
<td>ART 241</td>
<td>Painting I</td>
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<tr>
<td>ART 251</td>
<td>Clay I</td>
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<td>ART 261</td>
<td>Printmaking I</td>
<td>3</td>
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<td>ART 264</td>
<td>Time Based Media II</td>
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</tr>
<tr>
<td>ART 321</td>
<td>Contemporary Art History</td>
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</tr>
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<td>ART 371</td>
<td>Seminar I</td>
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<td>ART 471</td>
<td>Seminar II</td>
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<td>ART 490</td>
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<td>PHO 251</td>
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Fine Art Electives (lecture or studio) 12

### General Education Core Requirements  
30 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
<td>ANT 101</td>
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<td>ART 101</td>
<td>Art History Survey I</td>
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<tr>
<td>ART 102</td>
<td>Art History Survey II</td>
<td>3</td>
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<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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<td>ENG 102</td>
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<td>HIS 101</td>
<td>History of World Civilization I</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**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ART 101</td>
<td>Art History Survey I</td>
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<tr>
<td>ART 162</td>
<td>Drawing I</td>
</tr>
<tr>
<td>ART 161</td>
<td>2-D Design / Color Fundamentals</td>
</tr>
<tr>
<td>ENG 101</td>
<td>English Composition I</td>
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</table>
| General Education Core or Elective | (15 Credit Hours) | General Education Core or Elective | (15 Credit Hours)

**Second Year**

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ART 164</td>
<td>4-D Design</td>
</tr>
<tr>
<td>ART 201</td>
<td>Figure Study I</td>
</tr>
<tr>
<td>ART 221</td>
<td>Modern Art History</td>
</tr>
<tr>
<td>Select One:</td>
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</tr>
<tr>
<td>ART 241</td>
<td>Painting I</td>
</tr>
<tr>
<td>ART 251</td>
<td>Clay I</td>
</tr>
<tr>
<td>ART 261</td>
<td>Printmaking I</td>
</tr>
</tbody>
</table>
| Visual Arts Elective | PHO 121 Photography I | General Education Core or Elective | (15 Credit Hours)

**Third Year**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
</table>
| Visual Arts Elective | Visual Arts Elective | General Education Core or Elective | (15 Credit Hours)

**Fourth Year**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 471</td>
<td>Seminar II</td>
</tr>
</tbody>
</table>
| Visual Arts Elective | Visual Arts Elective | General Education Core or Elective | (15 Credit Hours)

*Visual Arts Core or General Education Courses and some Fine Art 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.
Fine Art Course Descriptions
(Prerequisites are shown in parentheses.)

ART 101
Art History Survey I
Lecture, 3 Credit Hours (Fall Only)
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 (Spring Only)
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 though 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 (Spring Only)*
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 Department of Fine Art faculty. Students must participate in this review in order to attend upper level fine art courses. Students will enroll in ART 200 when they enroll for the Sophomore Spring semester classes.

ART 201  
**Figure Study I**  
*Studio, 3 Credit Hours (Spring Only)*
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 (Fall Only)*
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 (Fall Only)*
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)

ART 222A
Contemporary Practices
Lecture, 3 Credit Hours
This is a lecture course designed to address specific genres and trends in contemporary art theory as well as potential investigations and examinations of studio art practices. This course is broadly designed but may allow for specific investigations into fields of inquiry such as kitsch, performance studies, museum/gallery and market studies, or a theoretical investigation into alternative studio practices. This course places emphasis on understanding works of art within their cultural, social, political, economic, and biographical contexts. (ART 102)

ART 222B
New Media
Lecture, 3 Credit Hours
This is a lecture course examining theories of new media art and the attempts to delineate its history and presence in art and culture. This course sets out to explore a different proposition of new media art, one that understands its disruptive as well as transformative capacity by transgressing the convention of visual language. Through readings, analysis of seminal works, writing assignments and discussions in conjunction with topical lectures, this course seeks an understanding of the unique position that new media art occupies within but also distinct from the broad scheme of contemporary art production and an understanding of its critical relevance and creative potential in articulating and advancing artistic and cultural inquiries in the context of a post-industrial, posthuman society in which we live. (ART 102, ART 164)

ART 222C
Social Practice vs. Disinterested Object
Lecture, 3 Credit Hours
This lecture course will trace a history of social practice in art and investigate as a group the current critiques, debates and issues surrounding its current state in relation to its historical context. The course will examine social practice from 1920 to present and touch on the key movements and artists including Dada, Situationism, Fluxus, Happenings, Social Sculpture, New Genre Public Art, art and activism, network art, Social Aesthetics and Relational Aesthetics. This course will place a strong emphasis on contemporary examples of art and social practice. (ART 102)

ART 222D
Non-Western Cultures
Lecture, 3 Credit Hours
This is a lecture course that examines visual arts produced in non-Western cultures from prehistory to the present. Students will follow the development of fine and popular art in select countries and geographical areas around the world, learning how to distinguish styles and movements. Social, political, religious, mythological, and economic factors will be discussed, as well as instances of contact, influence, and cross-fertilization. (ART 102)
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)

**ART 223A**

*Public Art*

*Studio, 3 Credit Hours*

This special topics class will explore the creation and history of site-specific and locational art. As a class we will be conceiving and producing works in several sites, exploring the differences between working within urban settings and pastoral settings. The projects and research in this class will investigate how an ambitious site-specific installation comes to fruition from the planning stages, proposal stage through completion. This class is not medium specific. Students are free to explore site in various ways such as organic matter, video, sound, as well as sculptural methods.

(30 completed semester-hours or Chair approval)

**ART 223B**

*Performance*

*Studio, 3 Credit Hours*

This course introduces the student to a wide spectrum of performance forms including performance in everyday life, rituals, folk forms, artists’ actions, activist performance, and intermedia forms. Students learn the history of performance practices, explore theoretical issues, and develop individual and collaborative works.

(30 completed semester-hours or Chair approval)

**ART 223C**

*The Creative Process*

*Studio, 3 Credit Hours*

Students explore creativity as an active process within individual, group, and organizational contexts. Class projects provide hands-on experience to help understand and develop creative approaches and build new strategies for problem solving and innovation. Active research and making is supplemented by readings and conversations where students explore viewpoints from various creative strategies. Topics include impossible thinking, myths of creative genius, failure, creative catalysts, the everyday, analogy, metaphor, play, and curiosity.

(30 completed semester hours or Chair Approval)

**ART 223D**

*Glitch and New Media*

*Studio, 3 Credit Hours*

As computers continue to shape contemporary cultural perception, they provide artists with a never ending pallet of breaks, fixes, fissures, and malfunctions to navigate and with which to interact. Glitch explores media, history, and culture through failures and accidents in the creation or presentation of media art. Digital technology has its own misfires and breakdowns, from scrambled images to computer translations. Students develop projects that engage 'the glitch' in creating and/or viewing work in contemporary media culture.

(30 completed semester hours or Chair Approval)
ART 225A through 225C
Arts Travel Special Topics: USA Major Cities
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 225E through 225F
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 (Spring Only)
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)

RT 232
Sculpture II
Studio, 3 Credit Hours (Fall Only)
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 (Fall Only)
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 (Spring Only)
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 (Fall Only)
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 (Spring Only)
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.
(ART164)
ART 301
*Figure Study III*
*Studio, 3 Credit Hours (Spring Only)*
This is an intermediate level figure drawing or modeling course that advances the perceptual and technical skills developed in Figure I. 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 201)

ART 311
*Drawing IV*
*Studio, 3 Credit Hours (Fall Only)*
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 211)

ART 321
*Contemporary Art History*
*Seminar, 3 Credit Hours (Spring Only)*
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 102)

ART 331
*Sculpture III*
*Studio, 3 Credit Hours (Fall only)*
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.

(ART 232)

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.

(ART 242)

ART 351
*Clay III*
*Studio, 3 Credit Hours (Spring Only)*
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.

(ART 252)
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.  
(Art 262)

ART 364  
**Time Based Media III**  
*Studio, 3 Credit Hours (Spring Only)*  
Building on the experiences of ART 264, this course offers a more advanced exploration into the media.  
(Art 264)

ART 371  
**Seminar I**  
*Studio, 3 Credit Hours (Spring Only)*  
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 (Fall Only)*  
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 (Spring Only)*  
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**  
*Studio, 3 Credit Hours (Fall Only)*  
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

(ART 371 and completion of 60 credit hours; Advisor approval required)

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

(ART 471; Advisor approval)

**ART 490**
*Senior Thesis Exhibition*
*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 480**
*Independent Study*
*Studio, 3 Credit Hours*
A project or researched based independent study course designed for a student to explore with specificity a material, technique, method, content or conceptual practice. Students learn through a direct relationship with a faculty the processes of building independence towards a professional studio or research practice. This course will include writing, research and making.

(Junior or Senior status and Chair approval)

**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.

(Junior or Senior status and Chair approval)

**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 and Chair approval)
Mission
Students of the Department of Graphic Design will graduate with a professional quality, entry-level portfolio that exhibits design-oriented problem solving in a wide range of media. They will graduate with a sound knowledge of the formal principles of design and the ability to shape content into concise, engaging design solutions for targeted audiences. Graduates will possess a basic knowledge of the industry and present their work and themselves in a manner that demonstrates preparedness for careers in communication design.

The Program
The BFA in Graphic Design at Watkins College of Art, Design & Film begins with a strong foundation in the formal principles of design, aesthetics, craftsmanship, typography, and time-based media. The curriculum builds in complexity during the second year as students learn creative skills and strategies for effective visual communication. Graphic design history, illustration, advanced typography and web development courses foster deeper theoretical understanding and technical proficiency. Third year students are challenged with more rigorous assignments, applying theory and skill to projects that parallel professional practice. Building on graphic and digital design courses, as well as advanced courses in illustration, branding, publication, and web design, students will deploy design solutions for a variety of media. Fourth year students will complete their college experience by developing a successful entry-level portfolio and graduate with marketable skills as visual communicators.

The Graphic Design program at Watkins defines a successful 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 will demonstrate technical skills, a grasp of the principles of design, a command of typographic craft and knowledge of the design industry. A successful portfolio will demonstrate a student's preparedness for a career in communication design.

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. Graphic design electives, including special topics courses in advertising, illustration and web development, as well as internships, offer students opportunities to dig deeper into a particular area of interest. The curriculum culminates in the capstone courses, Senior Portfolio Development and Senior Exhibition, where each graduating senior works with senior faculty to produce a successful portfolio and organize a group exhibition.

Special Requirements
In support of the rigorous expectations of the pre-professional BFA degree program at Watkins, portfolio reviews are required of all students at the conclusion of the first and second year of studies. These reviews are incorporated so that students who complete our program will achieve the highest level of undergraduate design education and experience a successful transition as professional graphic designers and illustrators. Students will participate in these reviews (GRD 200 Portfolio Review and GRD 300 Portfolio Review II) before attending upper level graphic design courses.

Transfer students must submit a portfolio 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 required course work, Graphic Design students are required to attend professional lectures and exhibitions, and to participate in local, national, and international design competitions.
Certain courses are designated as being offered in the Fall only or Spring only. While this is not a guarantee and enrollment will influence the final decision, students should take this into account when designing their plan of study.

**Faculty**


Steve Wilkison (2011) – Associate Professor


Watkins College of Art, Design & Film is fortunate to have dedicated adjunct faculty who are also practicing graphic designers, illustrators, and art directors in the Nashville area. Students learn from faculty who are currently involved in the practice of visual communications.
**Curriculum**  
Bachelor of Fine Arts in Graphic Design  

<table>
<thead>
<tr>
<th>Curriculum</th>
<th>120 Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Visual Arts Core Requirements</strong></td>
<td>12 Credit Hours</td>
</tr>
<tr>
<td>ART 162</td>
<td>Drawing I</td>
</tr>
<tr>
<td>GRD 110</td>
<td>Graphic Design I</td>
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<td>ART 163</td>
<td>3-D Design</td>
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<td>ART 164</td>
<td>4-D Design (Time Based Media)</td>
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<td><strong>Visual Arts Elective Explorations</strong></td>
<td>9 Credit Hours</td>
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<td>GRD 121</td>
<td>Typography I</td>
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<td>Illustration I</td>
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<td>GRD 460</td>
<td>Senior Portfolio Development</td>
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<td>GRD 462</td>
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<td><strong>Graphic Design Electives</strong></td>
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<td>All Graphic Design majors (except Illustration or Web Design Concentration)</td>
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<td>GRD 322</td>
<td>Illustration II</td>
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<td>GRD 323</td>
<td>Illustration III</td>
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<td>GRD 344</td>
<td>Special Topics in Web Development</td>
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<td>GRD 361</td>
<td>Special Problems in Advertising</td>
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<td>Visiting Art Directors</td>
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<td>Art History Survey II</td>
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<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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<td>ENG 102</td>
<td>English Composition II</td>
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<td>HIS 101</td>
<td>History of World Civilization I</td>
</tr>
<tr>
<td>HIS 102</td>
<td>History of World Civilization II</td>
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<td>Mathematics for Visual Arts</td>
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<td>Science Series (select one)</td>
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**General Education Elective Explorations**  
9 Credit Hours

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

**TOTAL**  
120 Credit Hours
## Plan of Study*
### Bachelor of Fine Arts in Graphic Design

### First Year
- ART 101 Art Survey I  
- ENG 101 English Composition I  
- GRD 110 Graphic Design I  
- ART 162 Drawing I  
- ART 163 3-D Design  
- (15 Credit Hours)

- ART 102 Art Survey II  
- ENG 102 English Composition II  
- ART 164 4-D Design  
- GRD 121 Typography I  
- GRD 200 Portfolio Review I  
- General Education Core  
- (15 Credit Hours)

### Second Year
- GRD 101 History of Graphic Design  
- GRD 230 Computer Studio I  
- GRD 232 Typography II  
- GRD 321 Illustration I  
- General Education Core  
- General Education Core  
- (15 Credit Hours)

- GRD 210 Graphic Design II  
- GRD 231 Computer Studio II  
- GRD 300 Portfolio Review II  
- GRD 341 Web Development I  
- General Education Core  
- General Education Core  
- (15 Credit Hours)

### Third Year
- GRD 310 Graphic Design III  
- Graphic Design Elective  
- GRD 342 Web Development II  
- General Education Core  
- Visual Arts Exploration  
- General Education Core  
- (15 Credit Hours)

- GRD 332 Typography III  
- GRD 343 Web Development III  
- Graphic Design Elective  
- Visual Arts Exploration  
- (15 Credit Hours)

### Fourth Year
- GRD 401 Professional Practices  
- Graphic Design Elective  
- General Education Elective  
- Graphic Design Elective  
- General Education Elective  
- Visual Arts Exploration  
- (15 Credit Hours)

- GRD 460 Senior Portfolio Development  
- GRD 462 Senior Exhibition  
- Visual Arts Exploration  
- (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.
**Plan of Study**
*Bachelor of Fine Arts in Graphic Design
Illustration Concentration*

**First Year**
- ART 101 Art Survey I
- ENG 101 English Composition I
- GRD 110 Graphic Design I
- ART 162 Drawing I
- ART 163 3-D Design
  
  *(15 Credit Hours)*

**Second Year**
- GRD 101 History of Graphic Design
- GRD 230 Computer Studio I
- GRD 232 Typography II
- GRD 321 Illustration I
- **General Education Core**
  
  *(15 Credit Hours)*

**Third Year**
- GRD 310 Graphic Design III
- GRD 322 Illustration II
- GRD 342 Web Development II
- **General Education Core**
- **Visual Arts Exploration**
  
  *(15 Credit Hours)*

**Fourth Year**
- GRD 401 Professional Practices
- GRD 410 Graphic Design IV
- Graphic Design Elective
- **General Education Elective**
- **General Education 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.*
**Plan of Study**
**Bachelor of Fine Arts in Graphic Design**
Web Development Concentration

### First Year
- ART 101 Art Survey I
- ENG 101 English Composition I
- GRD 110 Graphic Design I
- ART 162 Drawing I
- ART 163 3-D Design
  (15 Credit Hours)

### Second Year
- GRD 101 History of Graphic Design
- GRD 230 Computer Studio I
- GRD 232 Typography II
- GRD 321 Illustration I
- General Education Core
  (15 Credit Hours)

### Third Year
- GRD 310 Graphic Design III
- GRD 342 Web Development II
- Graphic Design Elective
- General Education Core
- Visual Arts Exploration
  (15 Credit Hours)

### Fourth Year
- GRD 401 Professional Practices
- GRD 410 Graphic Design IV
- GRD 344 Web Development IV
- General Education Elective
- General Education 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.*
Graphic Design Course Descriptions
(Prerequisites are shown in parentheses.)

COL 301
Professional Practices: Music Industry and the Visual Arts
(Warner Music/Watkins Initiative)
Studio, 3 Credit Hours (Fall Only)
A multidisciplinary team of filmmakers, graphic designers and photographers will interact with the creative team at Warner Music Nashville to conceptualize a visual approach to branding new artists. Students will develop various scenarios and present the team at WMN and, if approved, then execute these ideas which might include photo shoots, music videos, album covers or any other representation across all media platforms.
(Junior or Senior status and Chair approval)

GRD 101
History of Graphic Design
Lecture, 3 Credit Hours (Fall Only)
A critical and analytical study of 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 (Fall Only)
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.

GRD 121
Typography I
Studio, 3 Credit Hours (Spring Only)
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; Co-requisite ART 162)

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 must participate in this review before attending sophomore-level graphic design classes.
(GRD 110; Co-requisite GRD 121)

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 200; Co-requisite GRD 230)
GRD 230
Computer Studio I
Studio, 3 Credit Hours
This is an introductory computer course with an emphasis on digital design, imaging, and publishing software. Students are introduced to Macintosh OSX and they will learn basic skills utilizing Adobe Photoshop, Illustrator, and InDesign.
(ART161 or GRD 110; Co-requisite ART 162)

GRD 231
Computer Studio II
Studio, 3 Credit Hours
This is an intermediate computer course with an emphasis on digital design and imaging. Students will learn advanced computer skills and techniques related to the graphic design industry utilizing Adobe Photoshop, Illustrator, 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; Co-requisite GRD 230)

GRD 300
Portfolio Review II
Does Not Earn Academic Credit
Student projects from GRD 210, 231, 232, and 341 will be presented to the Graphic Design Faculty for review. Students' work, as well as their professional development, will be evaluated. Students must participate in this review before attending classes in upper level graphic design courses. Students enroll in GRD 300 at the same time they enroll in the remaining requisites.
(GRD 232; Co-requisite GRD 210, 231, 341)

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, 232)

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 321)

GRD 324
Illustration IV
Studio, 3 Credit Hours
Building on learned skills and principles from GRD 323, students will produce a cohesive portfolio of work for deployment in print, electronic media and/or a gallery environment.
(GRD 323)

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 231, 232)

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 200, Co-requisite 230, or Chair approval)

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)

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  
The course is 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  
The course is 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 projects to gain a hands-on understanding of both technologies.  
(GRD 342)

GRD 344D  
*JavaScript and JQuery*  
Studio, 3 Credit hours  
The course is 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 lessons to build slideshows, form validation, sliding text boxes and more.  
(GRD 342)

GRD 351 Series: Special Topics in Graphic Design

GRD 351A  
*History of Record Album Cover Art*  
Studio, 3 Credit Hours  
The course is 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 121, 200, Co-requisite GRD 230, or Chair approval)

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. In this course, 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  
The course is an in-depth exploration of type design. Students 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, generating ideas, and creating form.  
(GRD 310)

GRD 351E  
**Logo Design**  
*Studio, 3 Credit Hours*

In this course students will learn the history and development of logos and logo symbols as well as various applications for successful brand identity across a wide range of media.  
(GRD 310)

GRD 351F  
**Art and Design Travel**  
*Studio, 3 Credit Hours*

This is a studio-centered travel course that explores place-based projects including visual narratives.  
(60 credit hours, 3.0 GPA; Chair approval required)

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 (Fall Only)*

This course will cover production methods, standard business practices, pricing and ethical guidelines for the graphic designer.  
(Co-requisite GRD 310)

GRD 410  
**Graphic Design IV**  
*Studio, 3 Credit Hours*

Through directed projects, students will learn the unique design opportunities and challenges presented by packaging and multiple page publications.  
(GRD 310, 332)

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 guest design professionals evaluate each final portfolio.  
*(Co-requisite GRD 410; Capstone course, required for Graphic Design Majors. 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.  
*(Co-requisite GRD 410; Capstone course, required for all Graphic Design Majors. Must be taken concurrently with GRD 460 Senior Portfolio Development.)*

GRD 470  
**Internship I**  
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.  
*(Junior or Senior status and Chair approval)*

GRD 471  
**Internship II**  
Students further develop valuable contacts and practical knowledge while working in a creative business environment. A second internship provides the student an opportunity to work with professional professionals representing more expansive or specialized areas.  
*(Junior or Senior status and Chair approval)*

GRD 480  
**Independent Study**  
*Studio, 3 Credit Hours*  
A project or researched based independent study course designed for the student to explore with specificity a material, technique, method, content or conceptual practice. Students learn through a direct relationship with a faculty the processes of building independence towards a professional studio or research practice. This course will include writing, research and making.  
*(Junior or Senior status; Chair approval required)*
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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. The 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.

The Certificate in Interior Design program offers a unique opportunity to experience the basis for the interior design process through a non-degree program. The 24 credit hour curriculum emphasizes the fundamental skills and knowledge of interior design, architecture, design concepts, and design history, thus building a foundation-level understanding of the technical and aesthetic principles essential to comprehending the role of design for today’s interiors.

Prospective students may be interested in a foundation that will provide personal knowledge or wish to apply the knowledge within an allied profession, such as real estate, retail sales, or custom fabrication for interiors. Although the certificate is not intended to serve as the credential required for a professional interior designer, the student may participate in the CID in order to build a portfolio for application toward a later BFA in Interior Design.

Certain courses are designated as being offered in the Fall only or Spring only. While this is not a guarantee and enrollment will influence the final decision, students should take this into account when designing their plan of study.
**Laptop Requirement**

All interior design BFA degree 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

*(See special requirements for the Sustainable Design Concentration)*

### Visual Arts Core Requirements  12 Credit Hours

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tr>
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<td>Design Fundamentals</td>
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<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>
</tr>
<tr>
<td>ART 164</td>
<td>4-D Design</td>
<td>3</td>
</tr>
</tbody>
</table>

### Visual Arts Elective  3 Credit Hours

Studio Elective (Choose 1)

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

- IND 313 Digital Design III
- IND 322 Global Sustainability
- IND 323 Built Environment: Sustainable Building Systems
- ART 165 Drawing II
- ART 251 Clay I
- ART 261 Printmaking I
- GRD 121 Typography I
- GRD 321 Illustration I
- PHO 121 Photography I

*Students choosing the Sustainable Design Concentration are required to choose either IND 322 Global Sustainability or IND 323 Built Environment: Sustainable Building Systems to fulfill the Visual Arts Elective credit.*

### Interior Design Major  75 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>IND 102</td>
<td>Space Planning &amp; Human Factors</td>
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</tr>
<tr>
<td>IND 111</td>
<td>Architectural Drawing</td>
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<tr>
<td>IND 113</td>
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<td>IND 150</td>
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<tr>
<td>IND 203</td>
<td>Interior Materials</td>
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<tr>
<td>IND 204</td>
<td>Codes &amp; Regulations</td>
<td>3</td>
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<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>
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</tr>
<tr>
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<td>Residential Design</td>
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<tr>
<td>IND 303</td>
<td>Presentation Techniques</td>
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<td>IND 304</td>
<td>Lighting I</td>
<td>3</td>
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<td>IND 305</td>
<td>20th Century Design</td>
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<td>IND 307</td>
<td>Seminar in Design Theory</td>
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<tr>
<td>IND 402</td>
<td>Professional Practices</td>
<td>3</td>
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<td>IND 403</td>
<td>Advanced Materials &amp; Detailing</td>
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<td>IND 404</td>
<td>Lighting II</td>
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<td>IND 405</td>
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<tr>
<td>ART 102</td>
<td>Art History Survey II</td>
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<td>Fundamentals of Speech Communication</td>
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<td>HIS 101</td>
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<td>HIS 102</td>
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<tr>
<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
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<tr>
<td>SCI 310</td>
<td>History of Scientific Thought</td>
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</table>

**Students choosing the Sustainable Design Concentration are required to select IND 316 The Ecology of Design to fulfill the General Education Elective credit.**

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

ART 163 3-D Design
ENG 102 English Composition II
IND 102 Space Planning & Human Factors
IND 113 Building Construction
IND 150 Freshman Portfolio Review
IND 205 Textiles & Furnishings
(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)

ART 102 Art History Survey II
ART 164 4-D Design
IND 210 Residential Design
IND 312 Digital Design II
IND 404 Lighting II
(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)

General Education Elective
IND 207 History of Arch & Design II
IND 305 20th Century Design
IND 307 Seminar in Design Theory
IND 320 Advanced 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)

HIS 102 History of World Civilization II
SCI 310 History of Scientific Thought
IND 315 Sustainable Design
IND 405 Internship I
IND 420 Senior Thesis II
(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-hour 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 students completes the BFA in 4, 4-1/2, or 5 years.
Curriculum
Certificate in Interior Design

<table>
<thead>
<tr>
<th>Interior Design Courses</th>
<th>24 Credit Hours</th>
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<tbody>
<tr>
<td>IND 101 Design Fundamentals</td>
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<tr>
<td>IND 102 Space Planning &amp; Human Factors</td>
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<td>IND 111 Architectural Drawing</td>
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<tr>
<td>IND 113 Building Construction</td>
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<td>3</td>
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<td>IND 205 Textiles &amp; Furnishings</td>
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<td>IND 206 History of Architecture &amp; Design I</td>
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<tr>
<td>IND 207 History of Architecture &amp; Design II</td>
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</tbody>
</table>

Total Hours 24 Credit Hours

Plan of Study
Certificate in Interior Design

First Year
IND 101 Design Fundamentals IND 102 Space Planning & Human Factors
IND 111 Architectural Drawing IND 113 Building Construction
IND 203 Interior Materials IND 205 Textiles & Furnishings
IND 206 History of Arch & Design I IND 207 History of Arch & Design II
(12 Credit Hours) (12 Credit Hours)
Interior Design Course Descriptions
(Prerequisites are listed in parentheses.)

IND 101
Design Fundamentals
Studio, 3 Credit Hours (Fall Only)
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.
Required for Interior Design Majors; may be taken for elective credit in other majors. This course can also be used to meet the core requirement for ART 161 – 2-D Design / Color Fundamentals.

IND 102
Space Planning & Human Factors
Studio, 3 Credit Hours (Spring Only)
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 (Fall Only)
Students practice basic drafting skills including architectural lettering, geometric constructions, floor plans, elevations, dimensioning, and other forms of 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 (Spring Only)
Students prepare construction documents, while 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 (Spring Only)
Student work from IND 101, 102, 111, & 113 is reviewed each spring by the Interior Design Faculty and a jury selected from the design and architecture community. Students must participate in this review before they may attend upper-division interior design classes.
(IND 101, 111, 102 & 113; may be taken concurrently with IND 102 & 113)

IND 203
Interior Materials
Lecture, 3 Credit Hours (Fall Only)
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 for interior materials are included.
IND 204
Codes & Regulations
Lecture, 3 Credit Hours (Fall Only)
Students develop the ability to plan in accordance with basic codes for life safety through a variety of exercises, which reinforces the application of code requirements in actual project situations. (IND 113)

IND 205
Textiles & Furnishings
Lecture, 3 Credit Hours (Spring Only)
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 (Fall Only)
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 images and lecture information. 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 (Spring Only)
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 placed 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 (Spring Only)
Students are involved in the creative design of complex residential spaces. Non-traditional spaces such as adaptive reuse projects and urban loft-style spaces are 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, 303, 304, 311; IND 205 may be taken concurrently with IND 210)

IND 303
Presentation Techniques
Studio, 3 Credit Hours (Fall Only)
A variety of techniques are developed to communicate design intent from the designer to the client in a graphic form. Students are encouraged to develop individual presentation styles. (IND 102, 113)
IND 304
**Lighting I**
*Lecture, 3 Credit Hours (Fall Only)*
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)

IND 305
**20th Century Design**
*Lecture, 3 Credit Hours (Spring Only)*
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 (Spring Only)*
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 (Fall Only)*
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 210; IND 204 may be taken concurrently with IND 310)

IND 311
**Digital Design I**
*Studio, 3 Credit Hours (Fall Only)*
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 (Spring Only)*
This course further encourages the use of computer-aided design with more sophisticated 2-D sketching and rendering techniques. 3-D modeling and rendering methods are introduced using current software that is in today’s firms.

(IND 311)

IND 313
**Digital Design III**
*Studio, 3 Credit Hours (Fall Only)*
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 (Spring Only)*  
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 303)

IND 316  
**The Ecology of Design**  
*Lecture, 3 Credit Hours (Fall Only)*  
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 101, 102)

IND 320  
**Advanced Commercial Design**  
*Studio, 3 Credit Hours (Spring Only)*  
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 (Spring Only)*  
Sustainable efforts around the globe provide the student with an awareness of the diverse options available in building construction, mechanicals, energy sources, and materials. Students study both indigenous structures and current case studies that exemplify sustainable principles, then apply the information to various project types.  
(IND 315)

IND 323  
**Built Environment: Sustainable Building Systems**  
*Studio, 3 Credit Hours (Fall Only)*  
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 (Fall Only)*  
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 (Fall Only)*
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)

IND 404
**Lighting II**  
*Lecture, 3 Credit Hours (Spring Only)*
An advanced examination of lighting principles is the focus for this course with special emphasis on solving 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 design firm, commercial design firm, or architectural firm to gain a 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 at the end of the 120 contact hours.  
(Chair approval)

IND 406
**Portfolio Design**  
*Seminar, 3 Credit Hours (Fall Only)*
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)

IND 409
**Internship II**  
*3 Credit Hours*
The student will work a total of 120 hours with a residential design firm, commercial design firm, or architectural firm to gain the experience of a second internship. 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 at the end of the 120 contact hours.  
(IND 405 and Chair approval)

IND 410
**Senior Thesis I**  
*Studio, 3 Credit Hours (Fall Only)*
This course deals with more advanced research methodology related to the design process. Through selected readings and individually selected research topics, a thesis question is generated which begins the design process toward a 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 (Spring Only)
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)

IND 480
Independent Study
Studio, 3 Credit Hours
This research-based independent study is an opportunity for a upper level student to examine an interior design related subject that falls outside the current course offerings, while working with a mentor within the Interior Design department. During the semester, the student will research a topic agreed on by the students and the mentor. The outcome of the research will be a scholarly paper documenting the research and using academic standards set by the department.
(Junior or Senior status and Chair approval)
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. All 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, present their research and work publically, 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.

The Commercial Concentration combines classes in still photography and video. Students completing the program will have the knowledge and skills to use tools and technologies specifically designed for a career in commercial photography and videography and their application in documentary work or in various industries. They will have an understanding of camera and lighting for commercial work, studio and location commercial photography work, videography and basic cinematography practices. In addition, they will possess knowledge of basic business practices.

Certain courses are designated as being offered in the Fall only or Spring only. While this is not a guarantee and enrollment will influence the final decision, students should take this into account when designing their plan of study.

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


Watkins College of Art, Design & Film is fortunate to have dedicated adjunct faculty who are practicing artists and photographers. Students learn from faculty who are currently involved in the practice.
**Curriculum**
Bachelor of Fine Arts in Photography  120 Credit Hours

**Visual Arts Core Requirements**  12 Credit Hours

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ART 161</td>
<td>2-D Design / Color Fundamentals</td>
<td>3</td>
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<td>ART 162</td>
<td>Drawing I</td>
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<td>ART 163</td>
<td>3-D Design</td>
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<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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**Photography Major**  48 Credit Hours

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<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>
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<td>PHO 121</td>
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<td>PHO 231</td>
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<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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<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>
<td>3</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 482</td>
<td>Critical Writing</td>
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<td>PHO 492</td>
<td>Senior Thesis &amp; Professional Practices</td>
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**General Education Core Requirements**  30 Credit Hours

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<td>Art History Survey I</td>
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<td>Fundamentals of Speech Communication</td>
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<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
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**General Education Elective Explorations**  18 Credit Hours

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<td>BUS 300</td>
<td>Business of Art &amp; Design</td>
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<tr>
<td>General Education Electives (3)</td>
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</table>

**Total Hours**  120 Credit Hours
Curriculum
Bachelor of Fine Arts in Photography 120 Credit Hours
Commercial Photography Concentration

<table>
<thead>
<tr>
<th>Visual Arts Core Requirements</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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<td>ART 162 Drawing I</td>
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<td>ART 163 3-D Design</td>
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<th>Visual Arts Elective Explorations for Commercial Concentration</th>
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<tr>
<td>FLM 112 Tech 1*</td>
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<td>FLM 221 Motion Picture Camera*</td>
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<td>PHO 121 Photography I</td>
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<td>PHO 231 Photography II</td>
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<td>PHO 234 Photography III-B</td>
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<td>PHO 352 Experimental Video</td>
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<td>PHO 361 Alternative Processes or film or graphic design studio elective</td>
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<td>PHO 3XX Advanced Special Topic</td>
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<td>PHO 395 Junior Projects</td>
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<td>PHO 481 Seminar or Internship - Commercial Concentration</td>
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<td>PHO 482 Critical Writing</td>
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<td>PHO 492 Senior Thesis &amp; Professional Practices</td>
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<td>ANT 101 Anthropology</td>
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<td>ART 101 Art History Survey I</td>
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<td>COM 220 Fundamentals of Speech Communication</td>
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<td>ENG 101 English Composition I</td>
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<td>ENG 102 English Composition II</td>
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<tr>
<td>HIS 101 History of World Civilization I</td>
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<td>HIS 102 History of World Civilization II</td>
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<td>MAT 101 Mathematics for Visual Arts</td>
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<td>ART 321 Contemporary Art History</td>
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<td>General Education Electives (3)</td>
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</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
- ART 163 3-D Design

(15 credit hours)

**Second Year**
- PHO 101 Photography: A Cultural Lens
- PHO 233 Photography III-A
- PHO 251 Digital Imaging
-  *General Education Core or Elective*
-  *General Education Core or Elective*

(15 credit hours)

**Third Year**
- ART 221 Modern Art History
- PHO 342 Applied Lighting
- PHO 352 Experimental Video
-  *General Education Core or Elective*
- Studio Elective #1

(15 credit hours)

**Fourth Year**
- PHO 481 Seminar
- PHO 3XX Advanced Special Topic
-  *General Education Core or Elective*
-  *General Education Core or Elective*
- Studio Elective #2

(15 credit hours)

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* 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.
Plan of Study *
Bachelor of Fine Arts in Photography - Commercial Concentration

First Year
- ART 101 Art History Survey I
- ART 161 2-D Design / Color Fundamentals
- ENG 101 English Composition I
- PHO 121 Photography I
- ART 163 3-D Design
(15 credit hours)

Second Year
- PHO 101 Photography: A Cultural Lens
- FLM 112 Tech 1*
- PHO 251 Digital Imaging
- General Education Core
- PHO 233 Photography III-A
(15 credit hours)

Third Year
- ART 221 Modern Art History
- PHO 342 Applied Lighting
- PHO 352 Experimental Video
- FLM 291 Introduction to Film Editing*
- General Education Core
(15 credit hours)

Fourth Year
- PHO 481 Seminar or studio elective
- PHO 3XX Advanced Special Topic or elective
- COM 220 Fundamentals of Speech
- Science Series
- General Ed Elective #1
(15 credit hours)

* See descriptions under the Department of Film in the Watkins' Catalog

Total Hours 120 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.)

COL 301
Professional Practices: Music Industry and the Arts
(Warner Music/Watkins Initiative)
Studio, 3 Credit Hours
A multidisciplinary team of filmmakers, graphic designers and photographers will interact with the creative team at Warner Music Nashville to conceptualize a visual approach to branding new a new artist or artists. Students will develop various scenarios and pitch the team at WMN and, if approved, will then execute these ideas which might include photo shoots, music videos, album covers or any other representation across all media platforms.
(Junior or Senior status and Chair approval)

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 121
Photography I
Studio, 3 Credit Hours
This is an introduction to basic photography, providing a foundation in lens-based still photographic techniques and practices. Emphasis is placed on developing technical skills with digital and film cameras and digital printing, and with gaining a critical awareness of the photographic medium through assignments and critiques. Photo history and contemporary photographic practices are introduced. The class concludes with a final project of their choosing. A digital camera with manual exposure and RAW file capture is required. Film cameras may be loaned to students as needed.

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 or Chair approval)
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 or Chair approval)  

PHO 234  
Photography III-B  
Studio, 3 Credit Hours  
Student will build upon PHO 233 and practice advanced analog black and white photographic techniques that may include advanced zone system and medium and large format cameras. Using the zone system and processing formulas for paper and film, students will create pre-visualized prints. Using this technical information and researching historical and contemporary works, students will create a body of silver gelatin prints. 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, may be taken concurrently with PHO 251)  

PHO 251  
Digital Imaging  
Studio, 3 Credit Hours  
This is an introduction to the creative uses of image-editing. Students learn advanced image-making techniques using Macintosh computers, editing software, flatbed and film scanning equipment, and professional printers. Students create a cohesive final project based on conceptual ideas and supported by readings, research, and class discussion. Students create web sites for their work using online templates.  
(ART 161, PHO 121)  

PHO 300  
Portfolio Review  
Does not earn academic credit  
Photography Faculty will review student work from PHO 121 and 231 each year.  
(PHO 121, may be taken concurrently with PHO 231)  

PHO 310  
Photojournalism  
Studio, 3 Credit Hours  
This course offers an in-depth approach to photojournalism in terms of editorial and documentary photography. Students will do weekly assignments as well as embark on a long-term video or photography project based on their personal interests. Students will keep a journal to be used for brainstorming and reflection. The class is devoted to subject research and creative photography in both the fine arts and commercial applications.  
(PHO 121; ART 164, 45 credit hours completed)
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 the video operations of their camera and software for editing of audio and video.

(ART 164, PHO 121)

PHO 361
*Alternative Processes*
*Studio, 3 Credit Hours*
Students learn to make digital negatives and positives, and prepare chemicals and paper for cyanotype, VanDyke, photopolymer gravure, palladium, salt prints and other alternative processes. Lectures, demonstrations, and group critiques explore the visual possibilities of these processes.

(ART 164, PHO 121; Junior status or Chair approval)

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.

Examples:

PHO 341
*Large Format Photography*
This course builds on knowledge of the large format camera and the operation and current practices introduced in PHO 234. Students learn more about lens selection, the use of camera swings and tilts, and processing procedures for sheet film. Students produce images in both black and white and color film and use the traditional darkroom and the digital lab.

(Junior status or Chair approval)

PHO 373
*Book Arts*
This course will provide an introduction to the theory and technical processes of making books by hand. A strong emphasis will be placed on exploring contextual themes and theories present in handmade book culture through a semester-long discussion of the definition of the book as art and the role of intention in the making of book-centric art. Also, in this class you will strengthen your hand skills and dexterity while learning about the importance of craftsmanship in all forms of art. Various processes associated with book arts will be incorporated into the class.

(Junior status or Chair approval)
PHO 375
Create, Curate & Exhibit
Students conceive of an exhibition to which they curate and create works of art and secure a venue for the show. Readings and writings are done in curatorial studies and an exhibition is produced and an exhibition catalog is written as the semester project.
(Junior Status or Chair approval)

PHO 376
Documentary
This class will explore the elements of documentary photography -- discuss legal and ethical issues that arise when making documentary work and look at photographs and films by and about historical and contemporary documentary photographers. In addition to readings, discussions, and assignments, students will present their work for constructive group critiques. Students will embark on a long-term documentary photography project based on their personal interests. Students will keep a journal to be used for brainstorming and reflection. The many branches of documentary photography (street, photojournalism, visual anthropology, etc) will be discussed and investigated for methods that allow for an in depth experience using interviewing, writing, and editing, and giving subjects cameras to document their own experiences. By the end of the course students will have a strong, cohesive body of work. The finished documentary project will be completed as a photographic print portfolio, a self-published book, or a documentary video.
(Junior Status or Chair approval)

PHO 379
Experimental Photography
Students explore non-traditional and creative approaches to making and transforming photographic images. Techniques could include using digital and darkroom, silver and non-silver processes, painting and drawing, printmaking, installation, video. Students will undertake research on concepts and methods of their choosing.
(Junior Status or Chair approval)

PHO 380
Printmaking for Photographers
This studio class gives students an opportunity to learn a variety of printmaking processes that begin as photographs. Techniques will include intaglio, lithography, photocopy transfers, photopolymer, and other techniques. Printing in black ink as well as color will be covered.
(Junior Status or Chair approval)

PHO 381
Electronic Media
Students build on knowledge gained in 4D and Digital Imaging and explore other kinds of digital media which may include advanced image manipulation and coding.
(Junior Status or Chair approval)

PHO 383
On the Road: Photographic Explorations
This class involves students in making a body of photographic work from projects while traveling. The instructor will determine destinations and the instructor and students will determine camera formats. Each day will involve readings and investigations into place and history as well as image making. Critiques or class discussions will be held daily.
(Junior Status or Chair approval)

PHO 384
Photography and Performance
Studio, 3 Credit Hours
This course is a studio seminar that will look at the potential for photography as a tool to document performances that are staged for the camera. Within the photographic medium, photography can play with notions of time and reality and while performance art traditionally emphasizes the presence
of the body in a live action, this class will look beyond that tradition towards articulating a potential for performance with the absence of a live performing body, the photograph being the end result.
(Junior Status or Chair approval)

PHO 391
Internship
Studio, 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 status and Chair approval)

PHO 395
Junior Projects
Studio, 3 Credit Hours
Building on conceptual and technical practices, students explore more demanding and open-ended studio projects, reading and writing assignments. Students will complete a comprehensive project proposal that leads into the senior year. Professional practices are discussed.
(PHO 231, 234, 241 or Chair approval)

PHO 480
Independent Study
Studio, 3 Credit Hours
A project or researched based independent study course designed for a student to explore a material, technique, and/or method through content or conceptual practice. Students learn through a direct relationship with a faculty the processes of building independence towards a professional studio or research practice. This course will include writing, research and making. Awarded credit may vary.
(Junior status and Chair approval)

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. Experimentation with materials and ideas is required. 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; ENG 102; Junior status or Chair approval)

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; may be taken concurrently with PHO 482)
The BA Program

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**

### General Education Core Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>ANT 101</td>
<td>Anthropology</td>
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<td>ART 101</td>
<td>Art History Survey I</td>
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<td>COM 220</td>
<td>Fundamentals of Speech Communication</td>
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<td>ENG 101</td>
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<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
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### Art History

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<tr>
<td>ART 2XX</td>
<td>Art History – Special Topics</td>
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<td>ART 321</td>
<td>Contemporary Art History</td>
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</table>

Art History Electives (Choose 2 Courses):
- PHO 101 Photography: A Cultural Lens
- PHO 102 A Critical Introduction to Photography
- GRD 101 History of Graphic Design I
- FLM 201 Early Development of Cinema
- FLM 202 Modern International Cinema
- IND 206 History of Architecture & Interiors I
- IND 207 History of Architecture & Interiors II

### Humanities Requirements

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<tr>
<td>ENG 3/4XX</td>
<td>Literature Exploration</td>
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<td>ENG 300</td>
<td>Writing About the Humanities</td>
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<td>PHL 310</td>
<td>Aesthetics</td>
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<tr>
<td>HUM 480</td>
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### Visual Arts Core Requirements

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<td>ART 162</td>
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<td>ART 163</td>
<td>3-D Design</td>
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<td>ART 164</td>
<td>4-D Design (Time Based Media)</td>
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### Visual Arts Exploration (choose 4)

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<tr>
<td>ART 231</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>FLM 103</td>
<td>Elements of Film Art</td>
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<td>IND 101</td>
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(BA in Art Curriculum, continued)

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<thead>
<tr>
<th>Studio Concentration</th>
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<tbody>
<tr>
<td>Choose 12 hours (4 courses) from courses in one of the following areas of concentration:</td>
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<tr>
<td>Film &amp; Time Based Media</td>
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<tr>
<td>Ceramics &amp; Sculpture</td>
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<tr>
<td>Painting &amp; Drawing</td>
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<tr>
<td>Drawing &amp; Printmaking</td>
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<tr>
<td>Photography</td>
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<table>
<thead>
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<th>General Education (Non-Art) Electives</th>
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<table>
<thead>
<tr>
<th>Visual Arts Electives</th>
<th>9 Credit Hours</th>
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</table>

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
- ART 162 Drawing I
  
  (15 Credit Hours)

**Second Year**
- SCI 3xx Science Series (choose one)
- ART 221 Modern Art History
- ANT 101 Anthropology
- COM 220 Fund of Speech Comm
- Visual Arts Exploration #1

  (15 Credit Hours)

**Third Year**
- ART 321 Contemporary Art History
- PHL 310 Aesthetics
- General Education Elective #1
- Visual Arts Elective #1
  
  (15 Credit Hours)

**Fourth Year**
- BUS 300 The Business of Art & Design
- HUM 480 Independent Study
- Concentration #4
- General Education Elective #4
- General Education Elective #5
- Visual Arts Elective #2
- Visual Arts Exploration #4
  
  (15 Credit Hours)

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*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 course description. 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.
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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 111-114 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

Watkins College of Art, Design & Film is fortunate to have dedicated adjunct faculty teaching courses in General Education.
**Curriculum**

General Education

(Prerequisites are shown in parentheses.)

### General Education Core Requirement

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit 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>World Civilizations I</td>
<td>3</td>
</tr>
<tr>
<td>HIS 102</td>
<td>World Civilizations II</td>
<td>3</td>
</tr>
<tr>
<td>MAT 101</td>
<td>Mathematics for Visual Arts</td>
<td>3</td>
</tr>
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</table>

Science Requirement (choose one)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCI 310</td>
<td>History of Scientific Thought, or</td>
<td>3</td>
</tr>
<tr>
<td>SCI 315</td>
<td>Biology in the Visual Arts</td>
<td></td>
</tr>
</tbody>
</table>

### General Education Elective Explorations*

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<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 Series</td>
<td>3</td>
</tr>
<tr>
<td>ART 321</td>
<td>Contemporary Art History</td>
<td>3</td>
</tr>
<tr>
<td>BUS 330</td>
<td>The Business of Art &amp; Design</td>
<td>3</td>
</tr>
<tr>
<td>ENG 210</td>
<td>Classics of Modern Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 310</td>
<td>Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 311</td>
<td>Advanced Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 312</td>
<td>Special Topics in Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>ENG 315</td>
<td>Contemporary Short Fiction</td>
<td>3</td>
</tr>
<tr>
<td>ENG 350</td>
<td>Southern Gothic Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 400</td>
<td>Graphic Novels as Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 401</td>
<td>Studies in American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 401A</td>
<td>Banned Books</td>
<td>3</td>
</tr>
<tr>
<td>ENG 402</td>
<td>Studies in American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 403</td>
<td>Studies in Contemporary Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 403A</td>
<td>The Novels of Chuck Palahniuk</td>
<td>3</td>
</tr>
<tr>
<td>ENG 403B</td>
<td>Coming of Age Narratives</td>
<td>3</td>
</tr>
<tr>
<td>ENG 410</td>
<td>Classical Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 420</td>
<td>Literature of the Other</td>
<td>3</td>
</tr>
<tr>
<td>HUM 200</td>
<td>Art &amp; Design Explorations Abroad</td>
<td>3</td>
</tr>
<tr>
<td>HUM 220</td>
<td>World Mythologies</td>
<td>3</td>
</tr>
<tr>
<td>HUM 275</td>
<td>Music &amp; Sound for the Visual Arts</td>
<td>3</td>
</tr>
<tr>
<td>HUM 300</td>
<td>Literature and Film</td>
<td>3</td>
</tr>
<tr>
<td>HUM 310</td>
<td>Literature and Poetry</td>
<td>3</td>
</tr>
<tr>
<td>HUM 480</td>
<td>Independent Study</td>
<td>3</td>
</tr>
<tr>
<td>PHL 220</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHL 300</td>
<td>Philosophy and Nonviolence</td>
<td>3</td>
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<tr>
<td>PHL 301</td>
<td>Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHL 302</td>
<td>Special Topics: Faust</td>
<td>3</td>
</tr>
<tr>
<td>PHL 310</td>
<td>Aesthetics</td>
<td>3</td>
</tr>
<tr>
<td>REL 201</td>
<td>World Religions</td>
<td>3</td>
</tr>
</tbody>
</table>

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

Elective courses offered in other departments, which can be applicable to general education elective requirements, are listed below.
<table>
<thead>
<tr>
<th>Elective Explorations*</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>FLM 201 The Early Development of Cinema</td>
<td>3</td>
</tr>
<tr>
<td>FLM 202 Modern International Cinema</td>
<td>3</td>
</tr>
<tr>
<td>FLM 2XX Special Topics in Film</td>
<td>3</td>
</tr>
<tr>
<td>GRD 101 History of Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>IND 203 Interior Materials &amp; Specifications</td>
<td>3</td>
</tr>
<tr>
<td>IND 205 Textiles &amp; Furnishings</td>
<td>3</td>
</tr>
<tr>
<td>IND 206 History of Architecture &amp; Interiors I</td>
<td>3</td>
</tr>
<tr>
<td>IND 207 History of Architecture &amp; Interiors II</td>
<td>3</td>
</tr>
<tr>
<td>IND 305 20th Century Design</td>
<td>3</td>
</tr>
<tr>
<td>PHO 101 Photography, a Cultural Lens</td>
<td>3</td>
</tr>
<tr>
<td>PHO 102 A Critical Intro to Photography</td>
<td>3</td>
</tr>
</tbody>
</table>

*Some of these courses may be required by a student's major. 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 early 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 & Design
Lecture, 3 Credit Hours (Fall Only)
This course provides the fundamental knowledge and skills to develop a career in art, design and film. Students will learn the elements needed to establish, fund, organize and manage self-employment, freelance opportunities and/or entrepreneurial endeavors as visual artists. Available to students in all programs.
(ENG 102, MAT 101)

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
English Composition II is a continuation of English Composition I. This course emphasizes critical reading, writing, and analysis of texts with particular attention to research methods and writing. This course also provides an introduction to the study of literature and students are expected to demonstrate understanding and use of essay techniques in the form of literary analysis.
(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 300
Writing About the Humanities
Lecture, 3 Credit Hours (Spring Only)
In this advanced writing course, students develop strategies for writing about the humanities and fine arts as well as their own practice. This course addresses writing for different contexts—academic, exhibition, and the visual and creative marketplace.
(ART 101, ART 102, 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)

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 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.
HIS 200  
**History of Social Change in 20th Century America**  
*Lecture, 3 Credit Hours*  
This course is a survey of selected social movements during the 20th century in the United States. This course explores different forms of social and political activism in these movements and the impact on American society and culture.  
(ENG 102, HIS 102)

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 210  
**Gender Studies**  
*Lecture, 3 Credit Hours*  
This course is a historical investigation of how specific cultures represent gender difference. Students will examine a variety of cultural forms and phenomena including film, television, literature, music, popular movements, and institutions.  
(ANT 101, ENG 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 275  
**Music and Sound for the Visual Arts**  
*Lecture, 3 Credit Hours*  
This course examines music as it relates to all the visual arts: film scores and soundtracks, video games, performance and gallery presentations. Students will understand the relationship music and sound to the visual arts and demonstrate an introductory level understanding of music, both as a listener and as an artist.  
(ART 164, ENG 102)

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)
HUM 480
Independent Study
*Lecture, 3 Credit Hours*
This course is a research-based independent study. Students will complete a Chair-approved critical writing project that explores the cultural and historical contexts as it relates to their chosen topic and their study of the visual arts. Students must provide an initial proposal and timeline for their project to the department chair the semester before they intend to enroll in this course.

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. (ENG 102)

PHL 301
*Ethics*
*Lecture, 3 Credit Hours*
Introduces students to basic approaches to ethics and morality from a multicultural perspective. (ENG 102)

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. (ENG 102)

PHL 350
*Modern and Postmodern Philosophy*
*Lecture, 3 Credit Hours*
This course examines the development of Western philosophy from the 17th to the early 20th century. Students explore a variety of philosophers and concepts including the contrast between empiricism and rationalism, transcendental idealism and metaphysics. (ART 101, ART 102, ENG 102) (PHL 220, PHL 300 are recommended)
PSY 101
*Introduction to Psychology*
*Lecture, 3 Credit Hours*
This course is an introduction to human mental processes and behavior. This course will serve as an overview of the history of psychology and the major fields within psychology with an emphasis on developing an understanding of psychology as the science of human thought and behavior.

PSY 201
*Psychology of Sensation and Perception*
*Lecture, 3 Credit Hours*
An introduction to the psychology of sensation, perception, and attention. Perceptual processes of behavior, including attention, are studied in addition to the basic neurobiology of sensation. Traditional and current topics including color, space, motion perception, attentional selection, sensory memory, perceptual organization (Gestalt groupings), pattern recognition, and the cognitive and social aspects of perception may be reviewed.

REL201
*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.
(ENG 102)

**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.
(ENG 102)
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 assist students in their success while at Watkins and works towards creating 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/residence life, international student advisement, orientation, recreation, student activities, and student health and wellness.

**Career Planning**

The Career Services Coordinator assists students and alumni with the management of career planning, with a focus on building the resume prior to graduation. Students are contacted regarding volunteer, scholarship, and career opportunities within the college and within the community. The office maintains relationships with members of the community to create and provide direct opportunities for students of Watkins.

The goal of the Career Services Coordinator is to provide students with work experience and to guide them to pursue their professional ambitions on their own terms. Some of the opportunities promoted by the Career Services Coordinator may qualify as academic internships. Academic internships are registered and approved by the Department Chair of each respective program.

Career Services offers on campus workshops to enhance the education of students in the business aspect of visual arts. Resume preparation, grant writing and the legal aspects of the visual arts are included in the workshops.

In addition, students may contact the Career Services Coordinator for consultation on resume preparation. Students are encouraged to make an appointment to discuss how specific work experience can be added to their resumes. By interviewing students on an individual basis, the Coordinator is able to direct specific job opportunities to students with the proper qualifications.

Notices of employment opportunities, internships, and workshops can be identified on campus and through the student opportunities email newsletter.

**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, which typically takes about a week. If the accommodations are relevant to on-campus housing, this process should begin with the first housing inquiry. Accommodations cannot be implemented 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. For all requests, appropriate medical documentation is required. Once the information and documentation is reviewed, the Director of Student Life will schedule an appointment with the student to discuss his or her specific needs. The student will then receive a copy of their access and accommodation letter that outlines determined academic accommodations. It is the responsibility of the student to deliver this letter to his or her instructor and notify them of any accommodations. Students with disabilities are encouraged to communicate with their faculty, but are not required to disclose specific diagnoses. 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. Any students encountering problems with requesting accommodations in the classroom should contact the Director of Student Life by phone at 615.277.7406, by email at studentlife@watkins.edu, or by going by the Directors office during office hours at the Cecy Reed Student Center, room 801.
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 on-line 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 Assault and Harassment
Watkins strives to create a safe learning environment. Students are expected to be considerate of others at all times. Instances of assault and harassment are strictly prohibited. Additionally, misconduct includes such acts as scholastic dishonesty, disruptive classroom behavior, sexual harassment, threats or abusive conduct toward college students, faculty, staff or property, or any other behavior determined by the college to be abusive, offensive, or inappropriate. Verbal or physical conduct and/or altercation by any student, employee, or faculty member that illegally harms, harasses, disrupts, or interferes with the performance of another or which creates an intimidating, offensive, or hostile environment will not be tolerated. Each faculty and staff member has a responsibility to maintain a workplace and/or educational environment that is free of 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 harassment has a responsibility to report or file a complaint 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.

Watkins will impose disciplinary sanctions, which may include immediate dismissal and referral for prosecution under state and federal law.
Any student who has a complaint regarding harassment or sexual misconduct should immediately contact the Director of Student Life. More information regarding sexual misconduct can be found in the Sexual Misconduct and Power-Based Personal Violence Policy, fully discussed in the student handbook which is available in print at the Student Life Office or online at Watkins.edu.

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, during any step of the process. This same procedure should be used to appeal grades or disciplinary findings/sanctions. Students uncertain about the proper channels or process are encouraged to seek assistance and/or advice from the Vice President for Academic Affairs, the Director of Student Life, any academic Department Chair, and/or their faculty advisors during any step of the process.

Complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Tennessee Division of Consumer Affairs and shall be reviewed and handled by that Unit (http://www.tn.gov/consumer/).

Complaints regarding noncompliance with accreditation standards, policies, and procedures may be made to the Southern Association of Schools and Colleges Commission on Colleges (SACSCOC), 1866 Southern Lane, Decatur, GA 30033-4097 (The SACSCOC complaint policy, procedure and complainant form may be found on their website: http://www.sacscoc.org/pdf/081705/complaintpolicy.pdf)

Policy on Drugs and Alcohol
Watkins strictly prohibits the use, sale, dispensing, possession, or manufacture of alcoholic beverages consistent with federal and state regulations that state that individuals under the age of 21 are not permitted to consume alcoholic beverages. Students 21 years of age and older may possess and consume alcoholic beverages at sanctioned on-campus events where alcohol is served by a licensed bartender following college policies and only within the immediate vicinity of the event. Alcohol possession and consumption by students and their guests is not permitted within the academic building, or at any location on campus property at any other time.

Students 21 years of age and older may also consume alcohol in on-campus housing within the rooms and apartments of students who are legal drinking age, only if all occupants are of legal drinking age. Students may not consume alcohol during class meetings, nor are they permitted arrive to class intoxicated.

No student, regardless of age, may possess hard liquor anywhere on campus. Hard liquor, defined by this policy as having an alcohol content of 18 percent or more alcohol by volume, that is found by staff in campus residences or on property will be confiscated. Generally, this excludes beer, malt beverages, wine, and hard liquor mixes, however students who are of legal drinking age permitted to have alcohol are responsible for monitoring the alcohol content of any alcohol in their possession. Distilled spirits of any kind are considered hard alcohol. Underage students present in a residential room or apartment where alcohol is being consumed will be subject to disciplinary action, as will their hosts. Empty alcohol bottles can be considered evidence of consumption, and therefore constitute a policy violation. Empty hard alcohol bottles are not permitted anywhere on campus, and empty beer, wine, etc. bottles should be limited to the of-age student’s room, or disposed of in the appropriate receptacles. Any students using
such materials for class artwork must receive written approval from the course instructor prior to obtaining and using such materials on campus. Students residing in on-campus housing must also receive prior written permission to house such items from the Residence Life Coordinator. Students found to be in possession of alcohol outside of the above are in serious violation of the alcohol policy and are subject to disciplinary procedures that can lead to suspension; there is zero tolerance for such violations.

Watkins College of Art, Design & Film provides a drug-free learning environment. The use, sale, dispensing, possession, or manufacture of illegal drugs on the property of Watkins or when engaged 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. Watkins students are responsible for knowing and complying with all applicable federal, state, and local laws that make it a crime to possess, sell, or manufacture those drugs considered to be controlled substances by the federal government and/or the State of Tennessee.

The presence of drug paraphernalia and/or residue indicates the use of illegal drugs and students will be dealt with according to Watkins policies on drug possession and use. 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. Presentations on drug and alcohol abuse will be conducted periodically, and these sessions will be open to all students. This summary is not intended to be a restatement of the law nor a summary of all of the laws relating to drugs and alcoholic beverages. All members of the Watkins community are responsible for compliance with the federal and state laws governing the use or possession of drugs or alcohol.

Firearms and Weapons on Campus
Possession or use of firearms, explosives (including fireworks), dangerous chemicals or other dangerous weapons, or the brandishing of any weapon or any other object in a menacing or threatening manner is strictly prohibited. Weapons may be defined as any object or substance designed to inflict a wound, cause injury, or otherwise cause harm to individuals. Weapons may include, but are not limited to, all firearms, pellet guns, stun guns, paintball guns, slingshots, martial arts devices, switchblade knives, baseball bats and clubs. This includes disassembled weapons and their parts, as well as ammunition, including, but not limited to bullets and arrows. Weapons will be confiscated and the student in possession will be subject to disciplinary action and/or prosecution under state criminal codes.

Possession of or use of firearms or other dangerous weapons of any kind on the property of Watkins College of Art, Design & Film 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. Absolutely no other exceptions are permitted except as authorized in writing by the President of the College.

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. Any exceptions must be authorized in writing by the President of Watkins College of Art, Design & Film.

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. Students who participate in Watkins sponsored programs and events do so voluntarily and participation is at the student's risk. Watkins is not responsible for any injury to persons or property. Students, staff and visitors to campus are fully responsible for their own health and well-being, including payments for medical care, legal services, emergency transportation, and other needs that may arise and may not look to Watkins College of Art Design and Film to assume any such responsibility. The college strongly recommends that
students, staff, and visitors to campus make provisions for health and accident insurance and insurance for their personal property, including their automobiles. Information on Watkins College of Art, Design & Film insurance coverage related to off-site student projects is available from Department Chairs. 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. Students retain ownership of their actual work.

**Pet Policy**
Watkins College of Art, Design & Film prohibits staff, faculty, students, and visitors, from bringing pets into any College building. Pets can pose a threat to the health and safety of the campus community as well as to a healthful educational environment through allergy, excessive noise, animal bites, and disease transmission (fleas, ticks, viruses, parasites, etc.). Animal behavior can also be unpredictable, leading to uncontrollable behavior that may contribute to accidents. This policy applies to all animals, including, but not limited to dogs, cats, birds, rabbits, mice, gerbils, rabbits, amphibians, reptiles, and ferrets. The campus community is required to abide by this policy and by the relevant local government laws and ordinances regarding animal management.

In the event of a visitor who is not a regular member of the campus community brings a pet to the campus, these animals are prohibited from all college buildings. The college reserves the right to require any person with a pet to remove the animal from campus grounds. If a person enters College grounds with a pet, they shall ensure that the pet under their control remains restrained on a leash 6 feet or less at all times, will not be left unattended at any time and/or fastened to stationery objects, and will be under effective control while on campus grounds. Any dog, cat, or other animal brought to campus must be licensed and fully inoculated in accordance with Davidson County regulations, with the burden of proof on the animal handler. Fecal matter deposited by any animal brought to campus must be removed immediately and disposed of properly by the animal handler or arrange for immediate removal of fecal matter if he or she is unable to do so. The animal handler is financially responsible for any damage to person(s) and/or property that the animal may cause.

Service animals (as defined by the American Disabilities Act), animals used for approved teaching purposes, on-duty police animals, and fish in containers of less than 20 gallons are exempt from this policy, however animal handlers under this exemption are financially responsible for any damages to person(s) and/or property, removal of fecal matter, and may have additional responsibilities. For more information, contact the Director of Student Life.
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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.

Catalog of Entry
Students are expected to follow the degree requirements of the course catalog in effect at the time of their initial enrollment. From time to time, specific course requirements, including prerequisites, are updated. Courses may be added or eliminated from the degree requirements.

If the curriculum and/or degree requirements change, students will follow the new requirements. Students are expected to adhere to changes as they occur; however no student will be required to take additional credit hours beyond the degree requirements as a result of programmatic changes as long as they complete the degree within the allowable time limits for completing the degree (see Time Limits for Completing Academic Programs in this document).

Any variance from the catalog requirements must be approved by the department chair and the vice president for academic affairs (VPAA); the VPAA has final authority for approval. Any decision made by the VPAA concerning variations from degree requirements, course order, or other academic policies will not set a precedent for any other individual consideration or circumstance.

Censorship and Academic Freedom
The exercise of First Amendment rights of freedom of expression is one of the most important rights of a citizen. Because of the special role that an artist plays as a conscience, critic, and visionary in society, protection of that freedom is particularly important at a college of art, design, and film. Censorship is not accepted at Watkins College of Art, Design & Film. The special role of the artist in society, however, also imposes special obligations, particularly on the institution as it protects these freedoms.

It is recognized that art is often controversial and sometimes offensive to some members of society. When exhibiting student or faculty work publicly, it will sometimes be appropriate, as part of the exhibition, to post an advisory statement that some people might find some exhibited works to be offensive in nature. In all cases, a work reflects the views of its creator and not its exhibitor. If a faculty member is in doubt about the propriety of public exhibition of a particular work, the department chair must be consulted. The department chair may elect to bring the work to an ad hoc committee consisting of all department chairs and the VPAA for a final determination on how to appropriately handle a work.

The Film School strives to replicate in its curriculum the conditions of the independent narrative film industry. The standards The Film School upholds, in terms of motion picture content, are based upon public exhibition viability. Motion pictures and screenplays produced as part of the curriculum or in association with Watkins are expected to conform to the content and technical quality standards of film festival, American theatrical, and commercial broadcast media. The ultimate decision concerning individual content rests with the professor and/or The Film School Chair.

Policy on Prohibited Practices
Although it is paramount that freedom of expression exists in an academic institution, especially one that trains artists, it is also imperative that a clearly articulated policy on acceptable practices be formulated. As artists, questioning convention and stimulating exploration is to be expected; students will be guided in what can be allowed and what cannot be allowed in their pursuit of artistic expression.
Practices not allowed include:

- Any activity that is illegal as determined by any ordinance, local, state or federal.
- Any activity that would interfere with the duties of any law enforcement, fire or safety personnel, including paramedics.
- Any activity that includes actual sexual acts.
- Any activity that endangers or puts an individual in harm’s way.
- Any activity that is deemed unhealthy or puts a person at risk to their health.
- Any inappropriate activity that includes minors.
- Any action that harms or endangers an animal.

Some of these activities will be open to interpretation; however, art produced as part of the curriculum or in association with Watkins College of Art, Design & Film is expected to conform to the stated policies of the college. Sensitivity to the community and its citizens should be considered, especially when dealing with minors. It is the intention of the college to apply standards common to the community in which we live.

There is no universal agreement on what constitutes obscenity. The courts have held that community standards can apply. To that end, the college will look to common practices in the community for guidance.

It is recognized that art may be controversial and offensive to some members of society. When exhibiting student work publicly, the policy outlined under Censorship and Academic Freedom will be followed.

**Intellectual Property Created by Watkins Students**

The college encourages students to create intellectual property and recognizes their ownership of that property. Intellectual property created, made or originated by a student while enrolled at Watkins shall be the sole and exclusive property of the student, except as he or she may voluntarily choose to transfer such property, in full or in part. Where possible and feasible, however, students should make every reasonable effort to give appropriate and public credit to the college for providing the supportive environment in which the work was created. The college also will have reasonable access to student work for purposes of accreditation, marketing and recruiting. The college, however, agrees to obtain student permission if the work in question is to be altered, edited, excerpted, composited or changed in any fashion from its original creation.

**Copyright Policy**

Watkins respects the intellectual property rights of others. Consequently, copyright infringement, including illegal file sharing is strictly against Watkins policy. Copyright infringement is the act of exercising, without permission or an express exception to the copyright statute, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code) of a work or to make a derivative version of copyrighted work. In the file-sharing context, downloading or uploading some or all of a copyrighted work without authority likely constitutes and infringement. Legal consequences for copyright infringement can be substantial and include civil criminal penalties.

Therefore, violation of Watkins Copyright policy include:

1. Downloading or sharing copyrighted material without the written permission of the copyright holder.
2. Giving someone permission to use a computer registered in your name in order to download and share copyrighted material without express permission from the copyright holder.
3. Otherwise making any use of copyright protected material without express permission of the copyright holder or an express exception contained in the copyright statute.

Under certain limited circumstances, use of copyrighted material may not be considered copyright infringement under the law. "Fair Use" is a concept embedded in U.S. law that recognizes that certain uses of copyright-protected works do not require permission from the copyright holder or its agent. These include instances of minimal use that do not interfere with the copyright holder’s exclusive rights to
reproduce and reuse the work. Fair use is primarily intended to allow the use of copyright-protected works for criticism, commentary, parody, news reporting, and teaching. In determining whether the use made of a work in any particular case is fair use, the following four factors to be considered shall include:

1. the purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;
2. the nature of the copyrighted work;
3. the amount and substantiality of the portion used in relation to the copyrighted work as a whole; and
4. the effect of the use upon the potential market for or value of the copyrighted work.

The fact that a work is unpublished shall not itself bar a finding of fair use if such finding is made upon consideration of all the above factors.

These factors are very fact-specific and it is sometimes difficult to know whether a particular use ultimately will be considered Fair Use by a court or jury. For this reason, Watkins strongly encourages limiting the use of appropriated imagery for all assignments to the following: royalty free (licensed and/or purchased for unlimited use), Creative Commons imagery (free, with permission to share and adapt for any purpose), Public Domain images; images where permission has been secured directly from the artist; and custom student art and photography. If a student is using imagery that does not fall into one of these categories for an assignment at Watkins, it should be brought to the attention of the instructor immediately in order to obtain assistance in determining Watkins policy compliance.

**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.

**Definition of a Credit Hour**
One credit hour of course 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 6 contact hours in class and 3 hours of productive work outside of class for a course listed as 3 credit-hours. In lecture courses, a 3 credit-hour course requires 3 contact hours in class and 6 hours of productive work outside of class each week for a course listed as 3 credit-hours.

**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. 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.

Non-credit students may not change to credit status during a semester.

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**: 0-29
- **Sophomore**: 30-59
- **Junior**: 60-89
- **Senior**: 90-120

**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**
Each student should develop a detailed plan of the courses required for completion of the degree sought 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**
Students may earn college credit for acceptable scores from International Baccalaureate (IB), the College Level Examination Program (CLEP) and 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 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 of the Vice President for Academic Affairs.
Students 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 College. The CLEP Approval form is available through the Director of General Education. Test results are evaluated and recorded on a student’s transcript if credit is awarded.

To register for AP or CLEP exams, students can visit [www.collegeboard.com/testing/](http://www.collegeboard.com/testing/)

**CLEP Exam Credit** - Accepted students may submit scores for the following:

<table>
<thead>
<tr>
<th>CLEP course/credit</th>
<th>Minimum score</th>
<th>Watkins course</th>
<th>Watkins credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Composition</td>
<td>50</td>
<td>ENG 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>Analyzing and Interpreting Literature</td>
<td>50</td>
<td>ENG 102</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 3XX</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

**AP Exam Credit** - Accepted students may submit scores from the following

<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>5</td>
<td>ENG 101 &amp; 102</td>
<td>6 hours</td>
</tr>
<tr>
<td>AP Art: 2d Design</td>
<td>4-5</td>
<td>ART 161</td>
<td>3 hours</td>
</tr>
<tr>
<td>AP Art: 3d Design</td>
<td>4-5</td>
<td>ART 163</td>
<td>3 hours</td>
</tr>
<tr>
<td>AP Art: Drawing</td>
<td>4-5</td>
<td>ART 162</td>
<td>3 hours</td>
</tr>
<tr>
<td>Art History</td>
<td>4</td>
<td>ART 101</td>
<td>3 hours</td>
</tr>
<tr>
<td>Other General Education equivalents</td>
<td>3</td>
<td>General Ed Elective</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

**IB Credit** - Accepted students may submit scores from the following

<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</td>
<td>7</td>
<td>SCI 310</td>
<td>3 hours</td>
</tr>
<tr>
<td>Biology</td>
<td>5</td>
<td>SCI 315</td>
<td></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>

Transfer students who were awarded IB, AP or CLEP credit by a previous institution must provide official score reports 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 of Art, Design & Film, 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/or the National Association of Schools of Art and Design (NASAD), 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 the 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 global 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 may be considered to transfer for this requirement. However, these generally transfer as General Education Electives.

**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, remedial, and business 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 and the Certificate in Interior Design, 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, political science, psychology, public administration, religion, sociology, gender or women’s studies.
- Art, art appreciation, communication, computer science, dance, history, humanities, literature, mathematics, music, philosophy, theatre, and courses in many other disciplines.
• Foreign language courses may be considered after other applicable courses have been transferred.

Program Transfer
Students who wish to transfer from the BA-Art program to a BFA program must submit a portfolio of materials required for admission to the chosen BFA program Chair with the requisite Application for Program Change. The submitted documentation will be evaluated together with the student’s academic record from the BA program and an admission decision will be made. The form required for this change of academic program, as well as the specifications for the required portfolio can be obtained the Office of the Registrar. Submitting an Application for Change of Program is not a guarantee of entry into that program; admission to any BFA program is at the discretion of the chair of the receiving department.

Students wishing to transfer from one BFA program to another or from a BFA to the BA program must make an appointment with the department chair of the desired program of enrollment. The chair will assess their performance; and could make additional stipulations before the student is eligible to transfer. An Application for Change of Program must be completed, signed by the requisite departments, and turned in to the Office of the Registrar before the transfer is complete. The Application for Change of Program can be obtained from the Office of the Registrar. Submitting an Application for Change of Program to the department chair is not a guarantee of entry into the program; admission to any BFA or the BA program is at the discretion of the chair of the receiving department.

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 last 30 credit hours of any BFA or BA program must be completed at Watkins. The Certificate Program in Film requires that a minimum of 24 credit hours 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 applicable degree requirements in any academic program at the college.
Non-Credit (Audit)
Students who are enrolled in courses for non-credit (audit) receive a grade of AU. These classes have no attendance or class work requirements. No grade or credit is assigned for audited courses.

Transient Status
A student continuously enrolled in a degree program at Watkins may request transient status, which will allow a student to take 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 later than the end of the following semester. All transient requests must be in compliance with the residency requirements of the college.

Visual Arts Core
All major programs at Watkins, except for the Certificate Program in Film and the Certificate in Interior Design, require students to take specific Visual Arts Core courses. These courses are the foundation for all programs at the college and must be completed within the first 60 credits of enrollment, or by the end of the Sophomore year. Students must receive a C- or above in these courses before taking more advanced courses in their respective programs. Transfer credit is accepted for courses that are directly equivalent in content and credit hours for these courses:

- Drawing I
- 2-D Design (provided that it includes Color Fundamentals)
- 3-D Design
- 4-D Design (Time Based Media)

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. 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 tuition 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.

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 and Summer, students may not miss more than 20% of the class sessions. 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.

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.

Plagiarism and Cheating
Plagiarism, appropriating passages, ideas or visual content from another and using as your own, is a serious transgression against the academic honor system. Plagiarism need not be a verbatim quote or
literal representation; it can be a paraphrasing or use of an image that still leaves no doubt as to the source of the material. Plagiarism also includes hiring another person to do one’s work, such as a design project or term paper.

Cheating during an examination is another form of plagiarism, since it involves taking the answers of another and treating them as one’s own. All cases are dealt with severely. Academic misconduct will be reported to the Vice President for Academic Affairs,

Students found guilty of any form of cheating or plagiarism will receive an F as a letter grade for the course and will be placed on disciplinary probation. Students found guilty of a second offense are immediately dismissed from the College.

**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, unsuccessfully 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>Above Average Work</td>
<td>3.333</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td></td>
<td>2.667</td>
</tr>
<tr>
<td>C+</td>
<td>Average Work</td>
<td>2.333</td>
</tr>
<tr>
<td>C</td>
<td>Minimum passing grade for major</td>
<td>2.00</td>
</tr>
<tr>
<td>C-</td>
<td></td>
<td>1.667</td>
</tr>
<tr>
<td>D+</td>
<td>Passing (except in major)</td>
<td>1.333</td>
</tr>
<tr>
<td>D</td>
<td></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>
<tr>
<td>AU</td>
<td>Audit, non-credit course</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 or the visual arts core; 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 26% of the course classes, normally 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 26% of the course classes, normally 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 calendar 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, will be 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.

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.
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 course work 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 semester prior to program completion. A student may elect to file for graduation in advance. Any student who files but fails to complete requirements during the specified term must re-file the Application for Degree form.

Graduation Fee
The Graduation Fee of $85.00 is a one-time, non-refundable fee that is paid when he/she applies to graduate. The fee applies to students regardless of whether he/she intends to participate in the commencement ceremony.

A Late Graduation Fee of $15.00 is charged in addition to the normal $85.00 graduation fee if he/she files after the application deadline.

Diplomas will not be released to graduates with an account balance. Students should make sure all fees, including the Graduation Fee, are paid prior to leaving the college. Also, all Financial Aid obligations must be cleared.

Graduation fees and late fees are non-refundable and subject to change without notice.
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.

Degree/Certificated Awards
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. The Certificate in Interior Design will be awarded to students who have completed 24 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.

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.

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 last 30 credit hours of any BFA or BA program must be completed at Watkins. The Certificate Program in Film requires that a minimum of 24 credit hours 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.

**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 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. A grade of AU is assigned to this category. There is no attendance or coursework requirement and students enrolled as non-credit students do not receive academic credit for completing their coursework. Non-credit status may not change to credit status during the semester.

- **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 – Fisk**

Watkins College of Art, Design & Film has an academic partnership with Fisk University. In this agreement, Watkins provides courses that can be used by Fisk students to meet the requirements for certain minors and that can be used as elective choices for other students. Fisk students who enroll for classes at Watkins under the terms of this agreement are enrolled as Special Status – Fisk students. Specific details concerning enrollment in this classification are available from the University Registrar at Fisk 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.
**TUITION AND ENRICHMENT SERVICES AND FEES**

Full-time tuition for the academic year is $21,450, 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 2015, are $715 per credit hour for credit students and $325 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 2015, are listed below:

<table>
<thead>
<tr>
<th>Tuition</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Students</td>
<td>$715 per credit hour (BFA, BA, &amp; Certificate)</td>
</tr>
<tr>
<td>Non-Credit Students</td>
<td>$325 per credit hour</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fees</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program/Student Services Fee</td>
<td>$55 per credit hour for all degree and certificate students and 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>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Late Application Fee</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Late Registration Fee</td>
<td>$55</td>
</tr>
<tr>
<td>Change of Program Fee</td>
<td>$25 for any program change (one major to another)</td>
</tr>
<tr>
<td>Late Application for Degree Fee</td>
<td>$15</td>
</tr>
<tr>
<td>Intent to Graduate (includes all fees associated with graduation)</td>
<td>$85</td>
</tr>
<tr>
<td>Late Graduation Fee</td>
<td>$15 additional</td>
</tr>
<tr>
<td>Request for Transcript</td>
<td>$5</td>
</tr>
<tr>
<td></td>
<td>$25 for priority (next-day) service</td>
</tr>
<tr>
<td>Printer Fee</td>
<td>Varies per class – see <em>Schedule of Classes</em> each semester for class printer fee</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.

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

- Bank Drafts $100 per Semester
- Credit Card Drafts $150 per Semester
- Non-Sufficient Funds Fee $40

Authorization signature is required for Bank Draft.
A 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 ¼ payment made at registration in August and ¼ 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. ½ 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 ¼ payment made at registration in November and ¼ 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 ¼ payment made at registration in January and ¼ 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. ½ 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 federal financial aid assistance must apply each academic year and meet the following requirements:

- Complete the Free Application for Federal Student Aid (FAFSA)
- List our School Code (031276)
- Enroll as a regular student in an eligible degree or certificate program
- Meet the general eligibility requirements for federal, state, and institutional aid
- Maintain Satisfactory Academic Progress

**Types Of Financial Aid**

**Federal/Non-Federal Programs**

Federal assistance includes Pell Grant (Pell), Supplemental Educational Opportunity Grant (SEOG), Direct Subsidized/Unsubsidized Loans (SUB/UNSUB), Direct Parent Loan for Undergraduate Students (PLUS), and the Federal Work Study (FWS) programs. Other aid programs include the Veteran Educational Benefits, Yellow Ribbon Matching, and Vocational Rehabilitation Benefits. Non-federal aid: Private loans.
**State Grants and Scholarships**
Tennessee Student Assistance Corporation (TSAC) offers various State grants and scholarships to eligible Tennessee residents. Students who complete the FAFSA and list Tennessee as their legal state of resident will have their information automatically sent to TSAC for consideration of the Tennessee Student Assistance Award, Tennessee HOPE Scholarship, the General Assembly Merit Scholarship, Aspire Award, HOPE Access Grant, HOPE Scholarship for Non-Traditional Students, HOPE Foster Child Tuition Grant and Gear Up TN Grant.

**Other State programs**, which require a separate application (in addition to the FAFSA), include the Dual Enrollment Grant, Ned McWherter Scholars, Dependent Children Scholarship, and the Helping Heroes Grant programs. Applications and additional information on these state grants and scholarships can be found at [www.CollegePaysTN.com](http://www.CollegePaysTN.com).

**Institutional Programs** include:
Institutional financial assistance is available for eligible students attending Watkins from the following programs: Watkins Institutional Grant, Watkins Admissions Grants and Scholarships, Watkins Merit Scholarships, Watkins Commissioner Scholarship, and the Watkins Institutional Work-Study program. **Note:** certain institutional scholarships may require additional requirements and/or a separate application. Visit our website for more details [www.watkins.edu](http://www.watkins.edu).

**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 2.0 cumulative grade point average
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.

<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 term and overall at the end of the academic year 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
Students are expected to achieve the minimum CUMULATIVE GPA as listed below.

| Undergraduate Students | 2.00 GPA |
| Certificate Students   | 2.00 GPA |

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 Warning
This status allows a student who fail to meet the general SAP requirements an opportunity to receive aid for one semester. The student will be re-evaluated at the end of that period to determine if reasonable improvement towards regaining SAP compliance has been made. The maximum number of warnings a student may receive over a four year period is three (3) non-consecutive times. FA warnings are not assigned to students with no passing grades (i.e. all F’s, combination of F’s, I, W’s, etc) Note: Students who reach the third (3rd) warning are required submit an appeals and an academic plan for consideration of reinstatement of aid eligibility. Failure to regain compliance will cause a student to be placed on Financial Aid Probation

Financial Aid Probation
Students who fail to meet the general SAP requirements or fail to qualify for a Financial Aid Warning 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. **Note: Only classes taken at Watkins will be considered for reinstatement of student aid when a student loses or becomes ineligible based on their academic progress.**

**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. **TN HOPE SCHOLARSHIP** students are required to seek approval to change enrollment status if the change occurs after the first (1st) day of class. Enrollment changes can only be approved for a documented medical or personal reason(s). Requests to change enrollment should be submitted to the Director of Financial Aid either on the day of the change of enrollment or no later than thirty (30) days following the end of the term.

**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 HOPE 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 attends. 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 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 calculation allows $1500 of the student’s federal aid to be retained by the school 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.

Financial Aid Awareness Counseling is encouraged for previous student loan borrowers. This session will help students with debt management, responsible borrowing and increase awareness of their loan debt.

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.

Student Financial Aid Rights and Responsibilities

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

Student Responsibilities:
Complete all required or requested applications and documents by established aid deadlines.
Complete a DIRECT LOAN ENTRANCE session and a MASTER PROMISSORY NOTE if borrowing for the first time and prior to disbursement of funds.
Complete a DIRECT LOAN EXIT session upon graduation, withdrawal from the College or for enrollment status of less than half-time.
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.
Carefully read and review their financial aid award letters before signing and returning to the Aid Office.
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.
Read and understand all forms before signing and keep copies for personal records.
Comply with all rights and responsibilities governing the student loan borrower.
Comply with all guidelines and requirements established for all federal, state, and institutional aid programs.

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 Affairs (VA). The process begins by completing and submitting an application online. Go to www.gibill.va.gov, select “Apply for Benefits”. All decisions pertaining to benefit eligibility and payment are made by the Department of Veterans Affairs. Please direct all questions to the Department of Veterans Affairs at (888) 442-4551 or www.gibill.va.gov.
The VA will mail a Certificate of Eligibility (COE) disclosing the Chapter and level of benefits. Please bring a copy of the COE along with the following documents to the Office of the Registrar.

1. DD-214 - A copy of a discharge Form, Member 4 copy.
2. Certificate of Eligibility (COE)
3. A copy of online VA form 22-1990 (VA form 22-5490 for Chapter 35)
4. VA Form 22-1995 (Request for Change of Program or Place of Training)
5. Application for VA benefits
6. VA Certification Request Form

It is mandatory for veterans to disclose all enrollments in other postsecondary 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 College of Art, Design & Film is participating in the Yellow Ribbon Program by the United States
Department of Veterans Affairs. This program provides additional tuition waiver to veterans who are eligible to receive 100% benefits under the Post 9/11 GI Bill. Watkins has committed to provide assistance to the first 15 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.

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. The Yellow Ribbon Program benefit is renewable each academic year to students who maintain good academic standing and continuous enrollments at the College.

The Watkins Financial Aid office is responsible for determining if an individual with VA benefits remains entitled to other aid or scholarship.