

WAYNE STATE UNIVERSITY

Department of

Art

and

Art **History**

Graduate Programs Handbook

2007–2008 revision

M.A. + M.F.A.

in Art

M.A.

in Design and Merchandising

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Introduction

This information booklet is intended to answer most questions pertaining to the graduate degree programs offered in Art.

Please consult the University Graduate Bulletin for the general rules and procedures concerning graduate studies at Wayne State University. (The Graduate Bulletin can also be found on-line at www.art.wayne.edu.) Any additional questions should be addressed to the Department's Graduate Officer.

Graduate Officer
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150 Art Building
Wayne State University
Detroit, Michigan 48202
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The Department of Art & Art History offers the Master of Arts in Art (M.A.) for eleven studio art concentrations and the Master of Fine Arts in Art (M.F.A.) for eight studio art concentrations. Though the two programs have similarities, significant differences exist. Be sure to consult the specific requirements and procedures for each degree.

The Master of Arts in Design and Merchandising is offered in the Fashion, Design, and Merchandising Area. A concentration in either Apparel Design or Fashion Merchandising can be selected.

Masters of Arts (M.A.)

The following concentrations offer the Master of Arts in Art degree:

Ceramics (ACR)
Drawing (ADR)
Fibers (AFI)
Graphic Design (AGD)
Industrial Design (AID)
Interior Design (AIA)
Metalsmithing (AME)
Painting (APA)
Photography (APH)
Printmaking (APR)
Sculpture (ASL)

The Master of Arts is a 32 credit hour program.

Note: Master of Arts in Design & Merchandising is a separate degree offered by the Department of Art & Art History. Please contact the Graduate Officer for information concerning this program.

I. Eligibility

The applicant must hold a Bachelor of Fine Arts (B.F.A.) degree or another degree and equivalent course work and/or experience. In addition, the applicant must satisfy, also by course work and/or experience, the specific requirements of the concentration to which he or she is applying. These requirements can be obtained from the Graduate Officer of the Department.

Admission to the Master of Arts program is based on the following ranked criteria.

1. Portfolio
2. Personal Interview
3. Academic Record and Experience; Supporting Materials

Note: The Graduate Record Examination (GRE) is not required for admission.

II. Admission

Admission to the Master of Arts program is a two-part process. The applicant must apply to both the Department of Art & Art History and to the Graduate School of the University. Both application forms are available in the Department (150 Art Building).

Admission to the Graduate School means only that the applicant has satisfied the academic standards required for general University Graduate admission. The final admission decision rests with the Department's faculty admissions committee.

A. *Composition of the Faculty Admissions Committee*

The faculty admissions committee is comprised of four (4) full-time faculty, one of whom is the area coordinator of the desired area of concentration, with the exception of the Painting & Drawing area. Painting & Drawing admissions committees are composed of all Painting & Drawing faculty (5) plus 2–3 other faculty. Each member of the committee has a single vote. A simple majority is required for admissions, with a tie considered a vote not to admit. To insure that no area is forced to accept an applicant it does not want, the major area of concentration has the power of veto.

B. *Application Procedure*

At the time of application, the prospective student must submit, along with his or her Departmental application form, a portfolio of twenty (20) images (35mm slides, digital images, or photographs) of recent work, a slide list or descriptions of images, a statement of intent, a curriculum vita (CV), and three (3) letters of recommendation. These are examined by the faculty admissions committee, along with the applicant's academic record, in order to make a preliminary admissions decision. If this decision is positive, a formal admissions interview may be scheduled, except in cases where distance makes it impossible. The applicant will be informed as to the date and place for the meeting.

If an admissions interview is scheduled, the applicant should expect to present 10–20 actual examples of his or her recent work (unless this is not feasible due to size). The applicant should expect to speak and to answer questions concerning his or her work, experience and plans for graduate study. The interview normally is scheduled for approximately 45 minutes. Following this, the applicant will be asked to leave the room briefly while the committee deliberates and determines its decision. The applicant will then be asked to return and be apprised of the decision.

The admissions committee will make one of the following decisions.

1. Admit

2. Admit With Special Requirements

The applicant's preparation is acceptable but requires certain specific courses to be taken. These courses may or may not carry graduate credit depending on the level specified by the committee.

3. Pre-Masters

The applicant's preparation is not sufficient for admission but shows promise. The committee will outline the specific courses that must be taken prior to another admissions interview. These courses are taken at the 5000 level and graduate tuition is paid. If the student is subsequently admitted, up to 9 credits may be accepted as graduate credit.

II. Admission (continued)

4. Do Not Admit

The applicant lacks sufficient preparation for the program. Frequently, Post-Bachelors status is recommended. However, Post-Bachelor's course work cannot be applied towards any degree.

At the time of admission, the student will be assigned an Advisor by the admissions committee. The Advisor will be a professor in the student's area of concentration. The Advisor will explain the program and help the student plan the course of study. It is the student's responsibility to know the program and to maintain close contact with the Advisor, in order to keep him/her informed as to the student's progress. In addition, a graduate advising form is available from the Department to help with matters such as the plan of work, the graduate essay and other specifics.

III. Requirements

The Master of Arts program is a 32 credit course of study. The student must complete the degree within 6 academic years. Attendance may be either full-time (8 credits per semester) or part-time.

A. Course of Study

1. Major Concentration (18 credits)

The M.A. student must complete at least 18 credit hours in his or her major concentration. Course work in the concentration should be taken at the 7000 level whenever possible, since at least 9 credits must be at this level. Course work in the Master of Arts Program is taken with a specific instructor who has been approved by the University to teach at the graduate level.

2. Art History (3 credits)

The M.A. student must take at least one course in Art History at the 5000 level or above.

3. Electives (6 credits)

The M.A. student must add at least two courses considered electives during his or her program. These courses must be outside the major concentration and may be in studio art, art history or even outside the Department. However, any course elected from another area of the University outside of the Department requires prior consent of the Advisor. No course below the 5000 level will be counted for graduate degree credit.

4. Master of Arts Seminar (2 credits)

All M.A. students are required to take the M.A. Seminar (ACS 7998). This course is offered only in the Fall Semester each year and should be taken in either the first or second semester of graduate studies. The M.A. Seminar currently meets jointly with the M.F.A. 1 Seminar (ACS 8997).

5. Essay (3 credits)

In partial fulfillment of the degree requirements, the student must complete and submit a Master's Essay. The content and form of the essay must be approved in advance by the Advisor. It must conform to the guidelines as outlined in the Graduate Bulletin of the University. The completed essay is presented to the Advisor for grading, along with 2 copies. The Department will retain one copy permanently. The original is submitted to the College and will be returned to the student after it has been graded and processed. An information sheet detailing the specifics of the Essay can be obtained in the office of the Department.

III. Requirements (continued)

B. *Plan of Work*

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All graduate students begin their work as Masters Applicants. After 12 credits have been completed successfully (B average or better) a Plan of Work is filed with the College of Fine, Performing and Communication Arts. If approved, the student's status is changed to Masters Candidate. The Plan of Work lists courses taken and projects the remainder of the program and anticipated length of the program. Failure to submit the Plan of Work during the semester in which the student registers for his or her 12th credit may result in an academic "hold" which will prevent further registration. The University strongly enforces this policy, so the student must not neglect this procedure. The Plan of Work is done in conjunction with the Advisor. The Plan of Work must be signed by the student's Advisor, who then forwards the Plan of Work to the Graduate Officer.

If the student wishes to change his or her course of study after the Plan of Work has been filed, another Plan of Work with the "Change of P.O.W." line marked should be filed. The P.O.W. is available on at <art.wayne.edu> or in the art department office.

Any deviations from this course of study requires the approval of the faculty Graduate Committee of the Department. Such requests should be addressed in writing to the Graduate Officer.

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C. *Reviews*

As a requirement for the degree, the Master of Arts student must meet a faculty review committee three (3) times during the course of study. These reviews are held in the semesters in which the student takes his/her 12th credit and 24th credit and then in the final semester. The student must keep his or her Advisor informed as to the student's progress so that the reviews can be scheduled at the appropriate times.

1. **Composition of the Review Committee**

The faculty review committee is composed of the four (4) full-time faculty who comprised the student's admission committee (one of whom is the Area Coordinator for the student's concentration). The student may add or replace one faculty member per term with the consent of his/her Advisor. Any changes must be approved by the student's advisor and who then forwards those changes to the Graduate Officer by the 3rd week of the term.

2. **Procedure**

Reviews are normally one hour in length. The student is expected to present all work done during the period under review, as well as answer questions. The following format is used for reviews.

a. **Opening Statement (10 minutes)**

The student should prepare a brief presentation about the works under review, focusing on those issues that he/she wishes the committee to address.

b. **Discussion Period (up to 30 minutes)**

An open discussion, moderated by the Advisor, addressing the works under review and focusing on the issues raised by the student during the opening statement.

c. **Formal Action (10 minutes)**

Following the discussion, the student will be requested to leave the room so that the committee can discuss and vote a formal action.

III. Requirements
(continued)

d. Feedback (10 minutes)

The student is invited back to rejoin the review and will be apprised of the action taken.

The following is a list of formal actions that can be taken by the review committee.

- **Pass**
Work is proceeding without any problems.
- **Pass with Warning**
Work is only satisfactory. An additional review is called for at a time interval to be determined by the review committee.
- **Hold**
Work is not acceptable. Student may not register for additional course work until he or she has met with the review committee at a specified time.
- **Dismiss**
Work is failing. Graduate candidacy and standing is revoked.

The student is to receive a copy of the committee’s review summary. The student is encouraged to follow-up with committee members after the review for more discussion.

D. Graduation
Requirements

When registering for the final semester, the student must file for his or her degree at the University Graduation Office. The student must file prior to the first day of classes of his/her final semester. Once the student has filed for a degree, the student is then a Candidate for Graduation.

1. Final Review

This summary review is held in the 8th week of the final semester in order to facilitate College and University deadlines.

2. Essay

The Completion of the essay is due in the 12th week of the final semester in order to facilitate College and University deadlines.

3. Slide Portfolio

The candidate must provide his/her advisor with a portfolio of 5–10 slides (or CD) of the work done during graduate studies two (2) weeks prior to graduation. These slides will be added to the permanent collection of the Department’s slide library.

IV. Studio Space

The Department is not able to provide individual studio space for students in the Master of Arts program. Individual concentrations, however, make every effort to accommodate the needs of their graduate students. Please consult with the Advisor to see what space, if any, is available.

V. Exhibitions

Though the Masters of Arts degree does not require a final exhibition, students are strongly encouraged to participate in the graduate group exhibitions when held in the Community Arts Gallery adjacent to the Department. These shows can provide an opportunity for all Master of Arts students to exhibit works during graduate study. Details and dates are available from the Exhibitions Curator of the Department. Many students also participate in off-campus local and regional exhibitions during graduate study.

VI. General Information**A. Transfer of Credits**

No credits can be transferred to the program from any other institution or program at the time of admission. A student may receive up to three (3) credits from another program during the course of his/her course of study at WSU. The student must submit a request form and provide an official transcript to the Graduate Officer; the student's review committee must agree to accept this work.

B. Credit by Examination

No credits toward graduate degrees may be obtained by examination.

C. Role of the M.A. Advisor

The Advisor's responsibilities are to explain the program and help the student plan her/his course of study. Aspects of the Advisor's role include the following points.

The Advisor must

- be in the area of concentration desired by the student;
- be appointed by the student's admissions committee. (Change of Advisor must be approved by a student's current and requested Advisor.);
- approve a student's list of review committee members each semester (student must submit a list to the Advisor), sending the list to the Area Coordinator, who sends the list on to the Graduate Officer;
- approve changes in a student's review committee, sending the list to the Area Coordinator, who sends the list on to the Graduate Officer;
- moderate a student's reviews (including time-keeping for each section of the review);
- approve and supervise a student's M.A. essay and submit the results to the Graduate Officer;
- approve a student's Plan of Work;
- approve any electives that the student seeks to take outside of the Department;
- approve a student's course schedule each semester;
- arrange for studio space, if the student's concentration provides studio space.

It is also the student's responsibility to know the program and to maintain close contact with the Advisor, in order to keep him/her informed as to the student's progress.

D. Spring/Summer Semester

Master of Arts course work may be done during the Spring/Summer semester only if courses are offered at the appropriate level and are taught by faculty who have been approved to teach graduate courses.

E. Change of Concentration

If during the course of his or her studies, a student wishes to change his or her major concentration, he or she should inform the Advisor. Such a change will require an admission committee meeting with the concentration the student wishes to enter. The student must complete the required 18 major credits in the new area. Credits earned in the initial major will be considered electives.

F. Graduate Advising

The student must meet with his/her Advisor every semester to review, plan, and approve the student's course of studies. If desired, the Graduate Officer is also available for advising.

G. Financial Aid and Scholarships

For information concerning financial aid and scholarships, please contact the WSU Financial Aid office. Applications for graduate teaching assistantships can be obtained from the Department office.

Masters of Fine Arts (M.F.A.)

The Master of Fine Arts degree in studio art is offered in the following areas of concentration:

Ceramics (ACR)
Drawing (ADR)
Fibers (AFI)
Metalsmithing (AME)
Painting (APA)
Photography (APH)
Printmaking (APR)
Sculpture (ASL)

The Master of Fine Arts degree is a 60 credit hour program.

I. Eligibility

The applicant must hold the Bachelor of Fine Arts degree or another degree and equivalent course work and/or experience. Work must be of superior quality and preparation. In addition, by course work and/or experience, the applicant must also satisfy the specific requirements of the major concentration to which he or she is applying. These requirements can be obtained from the Graduate Officer of the Department. Admission to the Master of Fine Arts program is based on the following ranked criteria.

1. Portfolio
2. Personal Interview
3. Academic Record and Experience; Supporting Materials

Note: The Graduate Record Examination (GRE) is not required for this program.

II. Admission

Admission to the Master of Fine degree program is possible by the following three methods.

1. **Direct Admission with the B.F.A. Degree**

If the applicant is of clearly superior quality and preparation, direct admission is possible. However, applicants are often initially placed in the M. A. program. At the earliest appropriate time, transfer to the M. F. A. program may be recommended.

2. **Direct Admission with the M.A. Degree**

Any individuals having already completed the M.A. degree in art (a studio concentration) may apply directly for admission to the M.F.A. program. An admission committee will determine qualifications and admissibility.

3. **Transfer from the WSU M.A. Program**

Once in the M.A. program, the student is eligible for transfer to the M.F.A. at his/her first review (12 credits) or second review (24 credits). If, at either of these reviews, the faculty review committee determines that the work is approaching M.F.A. level, an

II. Admission (continued)

invitation will be issued to meet the larger M.F.A. admission committee. If admitted, it is possible to transfer up to 15 credit hours of M.A. studio course work; the number of transfer credits accepted is at the discretion of the student's M.F.A. admissions committee. (Art History credits transfer automatically, as do the two (2) M.A. Seminar credits--the student then must take the MFA 1 Seminar for four (4) credits).

As with the M.A. program, direct M.F.A. admission is a two-part process. The applicant must apply to both the Graduate School of the University and the Department of Art & Art History. Both forms are available in the Department Office.

Admission by the Graduate School means only that the applicant has satisfied the academic standards required for general graduate admission. The final decision rests with the Department's faculty admission committee.

A. *Composition of the Faculty Admission Committee*

This committee is comprised of all full-time faculty from the concentration desired by the applicant plus other full-time faculty for a committee of seven (7), except for applicants to the Painting & Drawing area. Painting & Drawing admission committees are comprised of all five (5) Painting & Drawing faculty plus 2–3 full-time faculty from other concentrations. Each committee member has a single vote. A simple majority is required for admission, with a tie considered a vote not to admit. To insure that no area is forced to accept an applicant it does not want, the major area of concentration has the power of veto.

B. *Application Procedure*

At the time of application, the prospective student must submit, along with his or her Departmental application form, a portfolio of twenty (20) images (35mm slides, digital images, or photographs) of recent work, a slide list or descriptions of images, a statement of intent, a curriculum vita (CV), and three (3) letters of recommendation. These are examined by the faculty admissions committee, along with the applicant's academic record, in order to make a preliminary admissions decision. If this decision is positive, a formal admissions interview may be scheduled, except in cases where distance makes it impossible. The applicant will be informed as to the date and place for the meeting.

If an admissions interview is scheduled, the applicant should expect to present 10–20 actual examples of his or her recent work (unless this is not feasible due to size). The applicant should expect to speak and to answer questions concerning his or her work, experience and plans for graduate study. The interview normally is scheduled for approximately 45 minutes. Following this, the applicant will be asked to leave the room briefly while the committee deliberates and determines its decision. The applicant will then be asked to return and be apprised the decision.

The admissions committee will make one of the following decisions.

1. **Admit to M.F.A.**

Note: any applicant transferring from the WSU M.A. program will be informed as to whether he/she will be permitted to transfer credits and, if so, how many.

2. **Admit to M.A.**

The faculty admissions committee determines whether the M.A. program is a more appropriate place for the applicant to begin graduate studies. Once in the M.A. program, a student can again apply for admission to the M.F.A.

3. **Do Not Admit**

II. Admission (continued)

The applicant lacks sufficient preparation for the program.

At the time of admission the student will be assigned an initial Advisor by the admissions committee. The Advisor will be a professor in the student's area of concentration. The student selects a permanent Advisor during his/her first semester; both the initial and permanent advisors must agree to the student's selection. The Advisor will explain the program and help the student plan the course of study. It is the student's responsibility to know the program and to maintain close contact with the Advisor, in order to keep him/her informed as to the student's progress.

III. Requirements

The Master of Fine Arts Degree is a 60 credit hour program, requiring full-time enrollment. The degree must be completed in four, five or six semesters (2-3 years). No M.F.A. course work is available during Spring/Summer semesters. (Graduate Assistants are exempt from this time limit due to the regulations governing assistantships.)

A. *Course of Study*

1. Major Concentration (36 credits)

The M.F.A. student must enroll, each semester, for the M.F.A. Studio appropriate to his or her major concentration. This course, numbered at the 8000 level, is taken for either 6 or 9 credits each term. Only courses within the major concentration are to be taken at the 8000 level.

2. Electives (12 credits)

At least 4 courses must be elected from outside the major concentration. These may be in either art (studio) or Art History. Electives must be taken at the 5000 level or above.

3. Art History (6 credits)

The M.F.A. student is required to take at least two (2) Art History courses at 5000 level or above. One of these courses is to be a free elective. The second is to be a 20th century survey of art or a course on contemporary art.

4. Master of Fine Arts Seminar (6 credits)

The M.F.A. student is required to take two (2) semesters of this course. This course is offered in the Fall and Winter semesters. Currently in the Fall semester, the M.F.A. 1 Seminar (ACS 8997) meets jointly with the M.A. seminar. The M.F.A. 1 Seminar and M.F.A. 2 Seminar (ACS 8998) currently meet jointly in the Winter semester.

B. *Plan of Work*

All graduate students begin their work as Masters Applicants. After 12 credits have been completed successfully (B average or better) a Plan of Work is filed with the College of Fine, Performing and Communication Arts. If approved, the student's status is changed to Masters Candidate. The Plan of Work lists courses taken and projects the remainder of the program and anticipated length of the program. Failure to submit the Plan of Work during the semester in which the student registers for his or her 12th credit may result in an academic "hold" which will prevent further registration. The University strongly enforces this policy, so the student must not neglect this procedure. The Plan of Work is done in conjunction with the Advisor. The Plan of Work must be signed by the student's Advisor, who then forwards the Plan of Work to the Graduate Officer.

If the student wishes to change his or her course of study after the Plan of Work has been filed, another Plan of Work with the "Change of P.O.W." line marked should be filed. The P.O.W. is available on at <art.wayne.edu> or in the art department office.

III. Requirements (continued)

If the student wishes to change his or her course of study after the Plan of Work has been filed, a Change of Plan of Work should be filed. A information sheet detailing the Plan of Work Form can be obtained in the Department Office or on the Department website.

Any deviations from this course of study requires the approval of the faculty Graduate Committee of the Department. Such requests should be addressed in writing to the Graduate Officer.

C. Reviews

The M.F.A. student must meet with a faculty review committee each semester of study. By the 8th week prior to each semester's review, the student must have had a studio visit with each member of his/her committee (i.e., the student meets with committee members individually to discuss his/her work). Reviews are usually held in the 12th or 13th week of each semester with the dates varying each term. The Graduate Calendar, available in the Department office will list the exact dates for each academic year. (The final review is held in the 8th week to facilitate College and University graduation deadlines.)

1. Composition of the M.F.A. Review Committee

The committee must have a minimum of five (5) and a maximum of seven (7) full-time faculty, including all full-time faculty from the major area of concentration, with the exception of Painting & Drawing. After the Initial Review, the review committee for a Painting & Drawing student will be composed of 3–5 Painting & Drawing faculty plus 2–3 other faculty. Thereafter, the student may add or replace one faculty member per term with the consent of his/her Advisor. Each semester, the student must submit a list of review committee members. The list of review committee members and any changes to the list must be approved by the student's Advisor who then forwards the list to the Graduate Officer by the 3rd week of the term.

2. Initial review

This review takes place during a student's first term in the M.F.A. program and is not a graded review. Except for Painting & Drawing, a student's admission committee will appoint her/his first review committee. For a Painting & Drawing graduate student, the first review committee will be composed of his/her admission committee; after the first review, and in consultation with her/his Advisor, the student must request faculty to be on his/her review committee (at least three Painting & Drawing faculty). The first review committee provides the student with a written summary of the review.

3. Changes in the Review Committee

Any changes in the review committee must be approved by the student's Advisor, who then notifies the Graduate Officer of any changes. Student may request to add or replace one full-time faculty member per term. A student must request a change in the composition of the review committee by the third week of the semester.

4. Visiting Artist/Critic

Each semester, the Department's Graduate Committee invites to campus a visiting artist/critic specifically to serve on graduate reviews. This individual attends all M.F.A. reviews and serves without a vote. Recommendations for visiting artist/critic are made to the committee by faculty and graduate students.

5. Procedures

Reviews are normally one hour in length. The student may choose to have an open review with other M.F.A. students attending or a closed review with only the review committee. The schedule is prepared by the Graduate Officer, in

III. Requirements (continued)

consultation with the various concentrations. The schedule is distributed and posted several weeks in advance. The following format is followed for reviews.

- a. **Opening Statement (10 minutes)**
The student should prepare a brief presentation about the works under review, focusing on those issues he/she wishes the committee to address.
- b. **Discussion Period (up to 30 minutes)**
An open discussion, moderated by the Advisor, addressing the works under review and focusing on the issues raised by the student during the opening statement.
- c. **Formal Action (10 minutes)**
Following the discussion, the student will be requested to leave the room briefly so that the committee can discuss and vote a formal action.
- d. **Feedback (10 minutes)**
The student is then invited to rejoin the review and will be apprised of the action taken.

In addition to voting a formal action, the committee will also at this time grade the 8000 level course work and record a written summary of the review. The following is a list of formal actions that can be taken by the review committee.

- **Pass**
Work is approved. Consistent level of quality is being maintained.
- **Pass with Warning**
Work is only satisfactory. The possibility of a Hold or Dismiss exists.
- **Hold**
Work is unsatisfactory. The student may not register for further course work but should instead concentrate on bringing his or her work up to a satisfactory level. A repeat review will be scheduled for the following semester to determine continuance or dismissal.
- **Return to Master of Arts Program**
Though acceptable, the work is not at the M.F.A. level. The accumulated degree credits may be applied to the M.A. degree.
- **Dismiss**
Work is failing. Graduate candidacy and status is revoked.

All actions of a review committee may be appealed in writing to the Graduate Committee of the Department. This committee, in conjunction with the Department Chair, may overrule a Review Committee.

The student is to receive a copy of the committee's review summary. The student is encouraged to follow-up with committee members after the review for more discussion. The student has the right of access to his or her graduate files. Students are welcome to review 8000-level grades and the written summary of their reviews.

III. Requirements
(continued)

When registering for the final semester, the student must File for Degree at the University Graduation Office. The student must file prior to the first day of classes of her/his final semester. Once the student has filed for a degree, the student is then a Candidate for Graduation.

D. Graduation Requirements

1. Final Exhibition (Designate Plan C on the Plan of Work)

As a degree requirement, the M.F.A. student must present a final thesis exhibition prior to graduation. All M.F.A. exhibitions are to be held in the WSU Community Art Gallery during the Winter term. The design, presentation, and publicity for the show is done in conjunction with other graduating candidates. The Graduate Officer and the Exhibitions Curator are available to assist with the exhibition.

The M.F.A. student must write an artist’s statement, in consultation with the Advisor. The statement will accompany the thesis show. The student will document the exhibition with digital images and submit these to the Graduate Officer (see no. 3, below).

2. Final Review

This summary review is held in the 8th week of the final semester in order to facilitate College and University deadlines.

3. Slide Portfolio

Prior to graduation, the candidate must provide his/her advisor with a portfolio of 5–10 images of works executed during graduate studies and an additional 5-10 images of the thesis exhibition. The slides become part of the permanent collection in the Department’s slide library. The slide portfolio is due in the Department office no later than two (2) weeks after a student’s final exhibition.

IV. Studio Space

The Department ordinarily provides individual studio spaces to all M.F.A. students. These are assigned on the basis of seniority, area concentration, and space availability. Since graduation provides a constant turnover of studios, anyone desiring to upgrade his or her assignment may do so by requesting, in writing, a new studio. These requests should be addressed to the Graduate Officer. If, in the opinion of the faculty, a student is not sufficiently utilizing his or her studio, a request to vacate may be made. Such a request can be appealed to the Department’s Graduate Committee.

V. General Information

A. Transfer of Credits

No credits can be transferred to the M.F.A. program at the time of admission from any M.A. program outside of WSU. A maximum of 15 credits can be transferred from the WSU M.A. program to the M.F.A. program; the number of transfer credits accepted is at the discretion of the applicant’s admissions committee. Once enrolled in the M.F.A. program, a student may petition the Department’s Graduate Committee to accept up to three (3) credits from educational institutions outside of WSU. The student must submit a formal request, signed by his/her advisor, and a copy of the transcripts for the coursework credits requested to the Graduate Committee.

B. Credit by Examination

V. General Information
(continued)

No credits toward graduate degrees may be obtained by examination.

C. Role of the M.F.A. Advisor

The Advisor responsibilities are to explain the program and help the student plan her/his course of study. Aspects of the Advisor's role include the following points.

The Advisor must

- be in the area of concentration desired by the student;
- be appointed by the student's admissions committee (change of Advisor must be approved by a student's current and requested advisor);
- approve a student's list of review committee members each semester (student must submit a list to the advisor), sending the list to the Area Coordinator, who sends the list on to the Graduate Officer;
- approve changes in a student's review committee, sending the list to the Area Coordinator, who sends the list on to the Graduate Officer;
- moderate a student's reviews (including time-keeping for each section of the review);
- approve and supervise a student's M.F.A. project and accompanying statement or written research essay in lieu of a project and statement), and then submitting results to the Graduate Officer;
- approve a student's Plan of Work;
- approve any electives that the student seeks to take outside of the Department;
- approve a student's course schedule each semester.

It is also the student's responsibility to know the program and to maintain close contact with the Advisor, in order to keep him/her informed as to the student's progress.

D. Spring/Summer Semester

No M.F.A. coursework is formally offered during the Spring/Summer semester.

However, some courses with graduate-level credit are occasionally available in the Spring/Summer term. Any M.F.A. student who might consider enrolling in such courses should first check with his/her advisor.

E. Graduate Advising

The student must meet with his/her Advisor every semester to review, plan, and approve the student's course of studies. If desired, the Graduate Officer is also available for advising.

F. Extension

The Master of Fine Arts program must be completed in three academic years. Any M.F.A. student wishing to extend his or her program beyond this limit must obtain permission from the Graduate Committee of the Department. If a student should drop out for a period longer than one semester, he or she must seek reinstatement, also from the Graduate Committee. That committee may require a special admissions meeting with the student prior to the resumption of work.

G. Change of Concentration

If a student wishes to switch major concentration once he or she is in the program, the student must first obtain the approval of both his or her Advisor and the coordinator of the desired area. The student must also meet with a special admissions committee.

H. Financial Aid

For information concerning all available financial aid and scholarships, please consult the WSU Financial Aid office. Applications for graduate teaching assistantships (GTAs) are available through the Department office.

Department Directory

Academic Year
2007 – 2008

Note

All area codes are (313)

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