Deree

Frances Rich School of Fine and Performing Arts

The American College of Greece — Pierce Deree Alba — 1875

The Open University

Student Handbook

BA (Hons) Visual Arts

2015–2016, updated in fall 2019

Award title
BA (Hons) in Visual Arts

Frances Rich School of Fine and Performing Arts
DEREE – The American College of Greece

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1. Welcome to the Programme

1.1 Message from the Dean

Welcome to the Visual Arts programme, in the Frances Rich School of Fine and Performing Arts, launched in September 2008. In the intellectually invigorating environment of the School, students are exposed to different ways of thinking, and their creativity is nourished and guided by a faculty of distinguished professionals with international backgrounds and great commitment to their role as educators. The faculty of the Frances Rich School of Fine and Performing Arts bring valuable experience to the classroom and proven success in making the student educational experience unique and inspiring. The School's Annual Arts Festival creates the opportunity to enjoy performances and workshops conducted by Greek and foreign artists. Students gain further exposure to prominent artists through several Arts at Deree events. The College's large art collection, gallery spaces, theaters and performance spaces also enhance the student academic experience.

Katerina Thomas, PhD
Dean, Frances Rich School of Fine and Performing Arts

1.2 Message from the Department Head

Welcome to the Visual Arts major! Your journey into this major will take you through a rigorous academic programme that is continually developing since this discipline focuses on the research and practice of the creative process in contemporary art.
The structure of the major is modeled on distinguished universities in the United States and the UK, allowing students to strive in academic but also in professional excellence. The faculty is composed of highly trained professionals with diverse backgrounds, whose expertise can help students develop creative skills and apply their learning in society.

The following guide will answer any questions you may have regarding the Visual Arts major. For additional information, please consult the most recent College catalog for detailed descriptions of AR courses. Courses and prerequisites may be subject to change during the year. Therefore, it is recommended that you keep abreast of any of these changes. Faculty members are ready to put in the time and effort to assist you.

Effie Halivopoulou, MFA
Head of Visual Arts and Art History

1.3 Academic Calendar

http://www.acg.edu/academics/college-calendars

1.4 Key Contacts

- American College of Greece: +30 210 600 9800
- Department Head: Effie Halivopoulou e-mail: halivopoulou@acg.edu ; telephone: 210-600-9800, extension 1237; room: Art Center, Basement room 5
- Dean's Office: fineperformingarts@acg.edu ext. 1456, room 530
- Academic Advising Office: dc.adv@acg.edu ext. 1431
- Student Success Centre: ssc@acg.edu ext.1326, 1333
- Registrar's Office: registrar@acg.edu ext. 1331, 1328, 1449, 1445
- Validation Office: validation@acg.edu ext. 1428
- Student Affairs: studentaffairs@acg.edu ext. 1197, 1442
- Student Government: dc.sgorg@acg.edu ext.1373
- Library helpdesk: libraryreference@acg.edu ext. 1434, 1267
- SASS: sass@acg.edu ext.1273, 1276
- Study Abroad Office: studyabroadoffice@acg.edu ext. 1029, 1412
- Career Office: career@acg.edu ext. 1313, 1316
- Educational Psychologist: Dr. Natassa Triga, atriga@acg.edu ext. 1167
- College Nurse: Nora Beliati, tbeliati@acg.edu ext. 1500
- Visual Arts Society: dc.visualartssoc@acg.edu

1.5 Keeping in Touch

Academic and administrative staff at ACG use your student email address to contact you. It is important that you check this account regularly. You can forward emails from your student email address to a preferred personal email address. However, spam filters needed by the College mean that emails sent from external email addresses may be delayed, blocked or deleted. It is, therefore, important that your student email address is the only email address that you use to contact College staff.

We will inform you of cancelled classes / activities / course notices as soon as possible. This will be via Blackboard, an email to your student email address or, if urgent, via the mobile phone number on our contact records.

Please make sure that you inform the Registrar's Office whenever you change your address and contact details. This will ensure we can always contact you in an emergency, and that you receive any important College communications that we may need to send you.

Academic Policies

Link to Academic Policies

2. Studying on this Programme

Programme Philosophy and Mission

The Visual Arts Program at DEREE – The American College of Greece, was launched in September 2008.

The structure of the major is modeled around QAA guidelines, on benchmarking of UK and U.S.A universities and on academic decisions by the members of staff which reflect the latest needs in the field.

The programme offers a number of studio art courses: from beginners' classes in color, drawing, sculpture and time-based media to advanced classes in painting, drawing, computer art, installation, performance, video and sound art. The studio courses are complemented by art history and art theory courses**.**

Following QAA guidelines for Art and Design, the Visual Arts programme begins with the Fundamentals courses in 2D, 3D, 4D. These introductory L4 course are the core of the Visual Art Programme. They offer the necessary wide reference to many different underlying concepts of art, creating the space for the students to engage in basic search and research. They encourage flexibility, imagination, and exposure to a variety of techniques and methods. At L4, the Visual Arts programme is completed with the new course Visual Literacy, which offers a theoretical background as well as a historical account of the ways we perceive art through the different cultures and media. L4 is complemented with the History of Modern Art course.

Upper level studio classes at L5, bring students deeper into the techniques of each discipline. Studio time is emphasized together with the strengthening of research skills required for students to develop their own personal art practice. Students learn about the professional aspects of art making and discuss questions of collaboration and developments in the strategies for exhibition. L5 is complemented with the Art after Modernism course.

Finally, the L6 courses offer an in depth study of personal choices in art, along with a strong practical and theoretical background. Students are called to become critical thinkers in art, and are required to work on contemporary concepts. Upon completion of the programme, students have a complete portfolio for application to professional contexts or further study, and an open and evolving foundation for participation in a contemporary fine arts practice.

Mission

The Visual Arts programme prepares students to participate in the diverse practices and inquiries in the field of contemporary art. The programme promotes the exchange of ideas between disciplines and supports mobility, flux and ongoing interaction between contemporary artists, faculty and art students. Students gain broad exposure to techniques and theories, foundation to advanced studio classes, art history and art theory. During the course of study, students develop skills in painting, drawing, sculpture, installation, performance, computer art, video and sound art. The Visual Arts programme develops students' critical awareness, and cultivates the investigation of the social and historical perspectives that affect the creative process. Students enhance their visual literacy, and are confident to create a personal art practice within a rapidly changing art environment.

The Educational Aims and General Goals of the Visual Arts programme

Aims

Acquire visual literacy embedded in creative practice.

Develop the ability to research, interpret and evaluate artworks, exhibitions, art history and art theory texts.

Develop self-motivation and the capacity to work independently.

Develop critical thinking and practice art making in dialogue with social, technological, environmental and historical contexts.

Be appropriately prepared for a career as a contemporary art practitioner or for pursuing postgraduate studies.

Goals

Knowledge and Understanding

By the end of the programme, students will have knowledge and understanding of:

A1.The technological societal, historical and cultural contexts that influence the creation of new art forms.

A2.The core innovations in the art of the 20th and 21st centuries and the artists involved.

A3.Evolving ways of art thinking and how this may be applied in a range of contexts

A4.The technical foundations of art across a number of art disciplines

Cognitive skills

By the end of the programme, students will be able to:

B1.Formulate a language for the critical examination of art and for the development of visual literacy.

B2.Articulate ideas and navigate through arguments by discussing theoretical texts and by participating in art critiques.

B3.Contribute to the creation and production of group works through collaborative techniques and working methods.

B4.Ability to articulate personal artistic concepts and apply them in a medium appropriate to the concept, through the use of painting, drawing, sculpture, installations, happenings, performances and audio/visual mediums.

Practical and Professional Skills

By the end of the programme, students will be able to:

C1.Pursue an artistic idea from conception, research, to final execution on the 2D, 3D, or 4D fields, or through interdisciplinary methods.

C2.Utilize appropriate materials, media, techniques, methods, technologies and tools and develop competence with them for the production of artworks and portfolios.

C3.Be able to engage in debate and discussion about solutions to problems

Key/ Transferable Skills:

By the end of the programme, students will be able to:

D1.Utilize information technology skills such as word processing and the ability to access electronic data.

D2.Communicate effectively and persuasively in visual, aural and written forms with people from a wide range of backgrounds using their views, along with your own, in the development or enhancement of work.

D3.Engage in independent research and self- motivated work, managing workloads to meet deadlines.

Programme Structure

Liberal Education ……43

Core Courses	
WP 1010 Introduction to Academic Writing	3
WP 1111 Integrated Academic Writing & Ethics	3
EN 1212 Academic Writing and Research	3
Mathematics (basic statistics, college algebra, OR higher*)*	3
SP 2300 Presentation Skills ***or*** EN 2342 Professional Communication ***or*** equivalent	3
CS 1070 Introduction to information systems ***or*** equivalent computer literacy course *	3
Any Natural Science with a lab	4
Liberal Education Electives	
LE designated course in STEM/Natural Sciences	3
LE designated courses in Social Sciences and Behavioral Sciences *(from more than one discipline)*	9
LE designated courses in Humanities *(from more than one discipline)* *Required:* AT 1000 History of Art I	6

LE designated course in Fine and Performing Arts GD/AR 2001 Visual Literacy	3
TOTAL	**43 cr.**

**May be fulfilled through appropriate academic evaluation*

Concentration 72

Required:

AT 1001 History of Art II 3

AT 2013 Modern Art 3

AR 1003 FUND. 2D- Drawing I 3

AR 1005 FUND. 2D- Color & Design I 3

AR 1007 FUND. 3D- Sculpture I 3

AR 1009 FUND. 4D- Time Based Media I 3

AR 2023 Figure Drawing I 3

AR 1017 Digital Image 3

AT 3018 Art after Modernism 3

AR 3104 FUND. 2D- Drawing II 3

AR 3106 FUND. 2D- Color & Design II 3

AR 3108 FUND. 3D- Sculpture II 3

AR 3110 FUND. 4D- Time Based Media II 3

AR 3025 Painting 3

AR 3019 Video Art 3

AR 3024 Figure Drawing II 3

AR 4002 Art Techniques and Media 3

AR 4226 Sculpture III 3

AR 4130 Contemporary Painting 3

AR 4233 Contemporary Drawing 3

AR 4934 Studio Projects and Installation 3

AR 4040 Issues in Contemporary Art 3

AR 4941 Senior Project and Exhibition 3

Select one of the following:

MU 4043 Experimental Sound Art 3

DR 4025 Computational Media and Interactive Art 3

Electives 6

TOTAL: 121

Academic Staff

Studio Art courses are taught by:

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Office hours are subject to change, and are posted each academic period on the Blackboard.

Effie Halivopoulou, Associate Professor, Deree- ACG, Athens, Head of Visual Arts and Art History. Founder of the Visual Arts program, 2008. Co-founder of the Graphic Design program, 2015. MFA, BFA Eq. Pratt Institute, New York. Visiting professor The Burren College of Art, Ireland - master's class in painting, 2012. Member of the Faculty, New School for Social Research, New York- visual perception. Teaching assistant Pratt Institute, New York, the Printmaking and Art History programs.

Scholar-in-Residence, the Faculty Resource Network of New York University, 2016 and 2018. E.H. researched Socially Engaged art and collaborated with the Art and Education programs at Steinhardt. In 2018 EH researched Analog and Digital Abstraction in the same program.

E.H. works on painting, installations with light, videos, and sound. Her work deals with

biopolitics and biotechnology. Her recent work with sound is a number of collaborative projects that observe social issues and public spaces. Her art has been presented at the Biennale of Young Artists of the Mediterranean Countries in Thessaloniki 1986, at the Venice Biennale 1997 through the exhibition Engrams of Oblivion, at the Biennale Bida in Seville 2005, at Open 15 of the Venice Biennale of Architecture, 2012. Also, at the Macedonian Museum of Contemporary Art in 2002 and 2005, Thessaloniki, at the State Museum of Contemporary Art in 2002 and 2006, Thessaloniki, at the Hellenic Museum in Chicago 2005, at the Foundation for Hellenic Culture in New York and Berlin 1999 -2000, at the Riverside Studios, London 2000, at the Kettle's Yard 1992, Britain, among other venues. Solo and group exhibitions as well as traveling exhibitions in a number of galleries, in Europe and U.S.A. C.Grimaldis Gallery, Baltimore, Zina Athanassiadou Gallery, Thessaloniki, Ekfrasi Gallery, Athens, ArtBeat Gallery, Brussels, Batagianni Gallery, Athens, Desmos, Athens.

Art Residencies in Greece, Spain, and U.S.A. E.H. co-curated Symbiosis – the Biennale of Young Artists of the Mediterranean in Thessaloniki, 2011, and curated the exhibition RoomsToLet of the Action Field Kodra Art Festival for four years (2005-2008). Her work has been reviewed in Sculpture and Artnews magazines among others. Private collections in New York, Brussels, Baltimore, Melbourne, Tel Aviv, Thessaloniki. Also, at ACG, Desmos, Portalakis, collections in Athens, and the Macedonian Museum of Contemporary Art collection in Thessaloniki. http://www.halivopoulou.net

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Jennifer Nelson, Associate Lecturer I, received an MFA from University of California, Los Angeles with a specialization in New Genres. Jennifer Nelson engages in acts of social and ecological choreography through a cross-disciplinary performance and art practice. She is committed to the playful realignment of social spaces through collective initiative, and to the transformative possibilities of the individual act. Among many influences, her work has been significantly shaped by her direct personal experience with disruptive or transitional world choreographies like the 1989 San Francisco earthquake, the fall of the Berlin Wall, the media aftermath of September 11th, and currently, the austerity measures in Athens. With the birth of her son in 2011, she finds increased urgency to work on choreographies of resilience, and sustainability. Nelson danced with the Feld Ballet in New York and the Ballet du Grand Théatre in Geneva, Switzerland, and studied New Genres at the San Francisco Art Institute and UCLA.

JN has exhibited in museums including the Los Angeles County Museum of Art, the Kunsthalle Düsseldorf, the National Museum of Contemporary Art, Athens, and the Galeri Nasional in Jakarta Indonesia. In 2003, JN was a Guggenheim Fellow for Visual Arts. Recent projects have been on the streets of Athens with the *Guerrilla Optimists*, and in collaboration with men in Korydallos, maximum security prison in Greece.

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Georgia Kotretsos, PT is a visual artist/writer based in Athens, Greece. In her early teens, she moved to South Africa while the abolition of Apartheid was underway. She later attained a BFA Degree from the Durban Institute of Technology, in KwaZulu Natal, (2000). In 2002 Kotretsos moved to Chicago where she completed her MFA Degree at The School of the Art Institute of Chicago on a Full Merit Scholarship (2004). In her work she primarily focuses and critiques the conformity of seeing by studying liberating and anarchic approaches of looking in an effort to support that seeing is site-specific and audience members accountable for their art knowledge. Her practice is research based and whether it is manifested as an artwork, a text, a performance, or an interview, it always encourages speculative approaches on how knowledge is produced by resisting its traditional and historical acquisition. In 2015 Kotretsos was awarded the NEON Creativity Grant towards the realization of her solo in Munich entitled "OPEN ARTISTS STUDIO FOUNDATION". Last year she was nominated for the Future Generation Art Prize, The Victor Pinchuk Foundation, Kiev, Ukraine and for the Follow Fluxus 2014 Residency and Grant in Wiesbaden, Germany. She has exhibited her work in over 70 group exhibitions in Greece, as well as abroad and she has had seven solo shows.

Residencies: Implode (2015), in Evoia, Greece; L'appartement22 (2014) in Rabat, Morocco; La Kunsthalle Mulhouse (2013); Arteles Residency Program (2011); Summer Studio Program Residency in Chicago at the School of the Art Institute of Chicago (2010); and she has been accepted to attend the ISCP Residency in New York. Finally Kotretsos will conclude on this year's residencies and exhibition in Switzerland. Previously, Kotretsos had co-founded Boots Contemporary Art Space, St. Louis MO, USA and further founded and edited the Boot Print journal (2006-10). Between 2009-13 Kotretsos served as a columnist for the PBS Arts feature Art:21 with her monthly column Inside the Artist's Studio. From 2013-14, her column was being published by LABKULTUR.TV in Germany.

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Dionisis Christofilogiannis, PT, graduated from the School of Arts of Cluj Napoca in Romania. Founder of DL Projects (2012-13) and artist/coordinator of the White House Biennial (2013-15). Solo shows at the Muzeul de Artă Cluj-Napoca, Nakagawa Gallery Tokyo and recently in Athens "HOME(less)" Felios Collection, curated by Konstantinos Argianas (2015). Recent group exhibitions "Tirana Open 1" curated by Elian Stefa, Tirana (2015), "The Kennedy Bunker" in Berlin curated by Nicos Charalambidis (2014), "Uber-Bodies" at Hydra School

Projects curated by Dimitrios Antonitsis (2014), "The Red and White flag Project" parallel on Biennale4 Thessaloniki (2013), "SelfConcious" curated by Sotirios Bahtsetzis (2013), "Civilisation (genres and cases)" curated by Alexios Papazacharias (2013), "Lustlands, Vol.II – On The Great Eastern (after Andreas Embiricos)", curated by Nadja Argyropoulou and Lakis and Aris Ionas (The Callas), Thermissia Argolidas, Peloponnese (2013). He has co-curated several exhibitions, including the "In the Studio" at Kunsthalle Athens (2013), "I fought the X and the X won" at the National Museum of Malta and Romania (2011), "The Cutting Edge" in Romania (2011). Set designer in Romania National Theaters of Timisoara, Cluj Napoca, Braila with Razvan Mazilu and in National Theater of Athens with Robert Wilson.

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Dimitris Ioannou, PT, studied Painting at the Athens School of Fine Arts (1994-99) and did his postgraduate studies in Fine Arts (MFA with distinction) at Pratt Institute, New York (2000-02) with a scholarship by the Onassis Foundation. In the beginning of 2005 he took part in a residency programme at USF Verftet, Bergen, Norway. He has had four solo exhibitions and numerous notable group exhibitions. The latest ones include: *'The VELVET Invention [in search of the anti-giraffe: 10 years and counting]'*, Ten Velvet Years Festival, Romantso, Athens, 2015, *'CMYK series: The Collection, 1999-2013'*, Ileana Tounta Contemporary Art Center, Athens, 2013 (solo show), *'Contemporary Treasures (Part II)'*, Ileana Tounta Contemporary Art Center, Athens, 2013, *'CHROMA III'*, Volt Gallery, Bergen Kjøtt, Bergen, Norway, 2012Art Projects and presentations of his work have been published in various publications. He has been teaching in the undergraduate Visual Arts programme of Deree since Spring 2015. He has also been teaching Visual Arts in the IB programme since 2011. Ha has also worked as an illustrator, web designer and photoshop instructor for a number of years. A portfolio of his work can be viewed at www.dimitrisioannou.net

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Sotirios Bahtsetzis, Assistant Professor, received his PhD in Art History and his MA in Science of Art and Art History from the Technical University of Berlin. He has published on theory and history of modern and contemporary art and he was research-coordinator at the Museum of Installation in London for the Thames & Hudson volume Installation Art in the New Millennium (2003). He taught in London Metropolitan University, Patras University, University of Thessaly, Hellenic Open University and Columbia University New York (as a Fulbright Fellow in 2009). His research interests include theory and history of installation art; theory of space, visual studies and methodology of art history; gender studies;

phenomenology. He is member of IKT, AICA, Association of Greek Art Historians and Ulmer Verein-Association of German Art Scientists.

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Zoe Hatziyannaki, PT, studied photography, BA Hons in Visual Communication, in Kent Institute of Art & Design, UK and completed MA and (practice-based) PhD with funding from the Greek State Scholarships Foundation, in Goldsmiths College, University of London. Her work has received a Jerwood Photography Award (2006) and a NEON grant for solo exhibition (2018). She is part of the Depression Era collective and a co-founder of A-DASH project space in Athens.

Her work focuses on space and its relation with time seeking to suggest that space is not static but a shifting reality transformed along with society and our ever changing perceptions. Based mainly on Deleuze's theories, she is investigating the multiple dynamic connections between diverse notions which construct and deconstruct space such as the near and the far, nature and culture, private and public, the outside and the inside. Her effort is to realize space and time as an incessant flow of production of relations and thus abandon fixed positions and categories.

Recent selected exhibitions: *+9*, Iera Odos, Athens 2019, *Photography in Crisis* Depression Era (retrospective), Slought, Philadelphia US 2019, *The Tourists* Depression Era, Unseen, Amsterdam 2018, *The Past of Things to Come* (solo), A-Dash, Athens 2018, *The Decline of Heroes* Depression Era, Culturescapes, Antikenmuseum, Basel 2016, *(IM)Material Gestures*, Fondazione Sandretto Re Rebaudengo, Turin 2016, *TEN Visual Cultures*, The Showroom Gallery, London 2015, *Depression Era*, Benaki Museum, Athens 2014, *Secrets & Crises* (solo), Ileana Tounta Centre of Contemporary Art, Athens 2013, To Have & Have Not, Noorderlicht Photo Festival, Gronningen 2013.
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Anastasia Douka, PT, is a visual artist. She holds an MFA from The School of the Art Institute of Chicago, USA as a New Artists Society Trustees Merit Scholar and an MA in Digital Arts from the Athens School of Fine Arts. She completed her BFA in Sculpture at the Athens School of Fine Arts as well as the Akademie der Bildenden Künste, Vienna. She has received study abroad scholarships from the Alexander S.Onassis Foundation, the Pan. & E. Mihelis Foundation and the State Scholarship Foundation (IKY). Douka has also been awarded the Toby Devan Fellowship, SAIC, Chicago, the DESTE Prize, DESTE Foundation Athens and she is currently a fellow with Artworks at the Stavros Niarchos Foundation Artist Fellowship Programme, Athens.

Douka is mainly working on installations of systems of objects that reflect on archetypes, socioeconomic narratives and modern or historical identities. She believes that everything constructed can break, be reconstructed and then break once again (or at least it has the potential). She has been an invited artist in residence with Fondation d' Entreprise Hermès in Residences VII, Paris, an alumni of the Skowhegan School of Painting and Sculpture, ME, a resident at Yaddo Artists' Colony, NY and has been selected to work with Manfred Pernice at the Salzburg International Summer Academy.

Selected recent exhibitions and projects include: *The same river twice*, curated by Margot Norton, Natalie Bell, organized by DESTE Foundation and New Museum NY, Benaki Museum, Athens (2019), *Oroboro*, hosted in Radio Rhodiola curated by 3 137 artist run space, Alserkal Foundation, Dubai (2019), *It would go*, Anastasia Douka & Shana Hoehn, Klowden Mann Gallery, Los Angeles (2018), *Les mains sans* , curated by *Gaël* Charbau, Palais de Tokyo, Paris (2018), *Le Collant_The thing you can't get rid of,* Deste Foundation, Museum of Cycladic Art, Athens (2018), and her most recent solo show *Animalier with no taste for the Sublime*, Werft 5, Kunsthaus Rhenania, Cologne (2018). Her works belong in private collections as well as the collection of the Athens National Museum of Contemporary Art.
https://anastasiadouka.wordpress.com/

Description of Modules – Compulsory and Option Modules

STUDIO ART (AR)

GD /AR 2001 Visual Literacy

An investigation of a variety of visual structures as they appear in contemporary cultures through art, design and media. Visual rhetoric and visual meanings are examined through texts and creative practice.

AR 1003 Fundamentals of 2D Forms - Drawing I

Traditional and contemporary concepts of drawing and visual structures. Free hand drawing and sketching, geometric and organic form, contour, shading, scales analogies, as well as computer aided projects.

AR 1005 Fundamentals of 2D Forms- Color and Design I

Introduction to the theory of color and its applications. Color, shape, form, and their relationships. Media and tools used to explore the functions of color. The surrounding world, either natural or simulated, used as a reference and inspiration for the completion of projects.

AR 1007 Fundamentals of 3D Forms – Sculpture I

Basic concepts and contemporary solutions to 3-dimensional space. Sculptural principles, techniques, and materials. Exploration of matter and space. Analysis of artistic manifestations in 3-D space. Contemporary sculptural issues.

AR 1009 Fundamentals of 4D Forms - Time Based Media I

New forms and concepts of art that use time as an artistic medium. Time-based practices in experimental performance, happenings, sound and text. Development of 4-dimensional art projects. Strategies for non-linear experience and, simultaneity. Experiential and performative aspect of time-based work.

AR 3104 Fundamentals of 2D Forms - Drawing II

Further exploration of traditional and contemporary concepts of drawing and visual structures. Rhythm and dynamics, complex compositions, perspective, as well as computer generated projects are seen as an aid to understand the image as a creation.
Prerequisite: AR 1003 Fundamentals of 2D Forms - Drawing I

AR 3106 Fundamentals of 2D Forms - Color and Design II

Development of a concrete knowledge of color. Illusion, perspective, abstraction on the two dimensional field. Experimental ways of using color. Physical properties of color used to approach different aesthetic choices.

Prerequisite: AR 1005 - Fundamentals of 2D Forms -Color and Design I

AR 3108 Fundamentals of 3D Forms – Sculpture II

Further investigation of sculptural concepts and contemporary solutions to 3-dimensional space. Role and function of sculpture in a changing global society. Sculptural projects considering dynamic physical systems, such as kinetic, social, and environmental sculpture.

Prerequisite: AR 1007 Fundamentals of 3D Forms – Sculpture I

AR 3110 Fundamentals of 4D Forms - Time Based Media II

Examination of art that uses time as an artistic medium. Time-based practices including happenings, chance and process-based work, installations and interdisciplinary collaboration. Development of 4-dimensional art projects. New art practices within social contexts are explored.

Prerequisite: AR 1009 Fundamentals of 4D Forms – Time Based Media I

AR 2023 Figure Drawing I

Introduction to drawing the human figure. Posture, movement and characteristics of the human body in space. The students practice on quick sketching and on longer observation drawings.

AR 3025 Painting

Introduction to fundamental concepts of painting, both abstract and representational. Compositions showing the function of color, value scale, placement, proportion and volume.

AR 3019 Video Art

Exploration of the potential of the video medium as an art form. Critical analysis of dominant film and video languages. Experimentation with alternative strategies for structuring content in time. Students will complete a series of short video projects.

AR 3024 Figure Drawing II

Dynamics between the figure and space. Analytical and synthetic approaches.

Structure and possibilities of motion of the human figure. Basic principles of anatomy.

AR 1017 Digital Image

Students will learn basic photography techniques and gain a thorough knowledge of Photoshop. Issues relating to memory, truth and the digital image, authorship and the concept of the amateur, and the unprecedented proliferation of images will be investigated. Students will learn a basic history of the recorded image, and explore current image strategies on the web and through the use of mobile phones. Concepts for image analysis and compositional meaning will be learned.

AR 4002 Art Techniques and Media

Examination through studio work of various techniques established in Western Art as well as in media.

AR 4226 Sculpture III

Studio practice in sculpture. Advanced fabrication techniques. Construction techniques and concepts. Production of larger-scale work. Development of artistic portfolios.
Prerequisites: AR 1007 Fundamentals of 3D Forms – Sculpture I

AR 1108 Fundamentals of 3D Forms – Sculpture II

AR 4130 Contemporary Painting

An examination of concepts and practices used in contemporary painting. Broad understanding of content and form relationships. Personal expression and imagery are evaluated.

Prerequisites: AR 3025 Painting

AR 4233 Contemporary Drawing

Drawing as a process of experimentation. Contemporary aesthetic issues and practices explored. Drawing as a strong tool of expression and artistic insight.

Prerequisites: AR 1003 Fundamentals of 2D Forms - Drawing I
AR 3104 Fundamentals of 2D Forms - Drawing II

MU 4043 Experimental Sound Art

In this course students will explore the key ideas and artistic practices found within the field of experimental sound art. They will establish an understanding of the evolution of sound art and its context within the wider arts, while at the same time gaining a technical foundation in working artistically with sound. Considerable attention will be given to practical activities, where students will engage with the creation of sound art works in order to develop their practical skills and their ability to realize personal creative concepts in the domain of sound.
Prerequisites: CS 1070 Introduction to Information Systems

DR 4025 Computational Media and Interactive Art

Computation in Art; fundamentals of computer programming, techniques in computer vision, sound generation, image processing, and networking used to create art pieces and interactive installations. Use of the “Processing” programming language.

AR 4934 Studio Projects and Installation

Emphasis on individual choices, either formal or contextual. Emphasis on reading material. A variety of art practices as well as installations are explored.

Prerequisites: AR 3104 Fundamentals of 2D Forms - Drawing II

AR 3106 Fundamentals of 2D Forms - Color and Design II

AR 3108 Fundamentals of 3D Forms – Sculpture II

AR 3110 Fundamentals of 4D Forms - Time Based Media II

AR 3019 Video Art

AR 4040 Issues in Contemporary Art

Art considered for its relation to social and personal relevance. Interaction between different forms of art and their functions in society. Relational art, public practice and site-specific art work. Contemporary art explored through the works of renowned artists and major exhibitions. Theoretical and critical texts. Current trends of curating and installing art shows. Gallery and museum visits, artists' lectures and studio visits.

AR 4941 Senior Project and Exhibition

Capstone course of the visual arts majors.
Students put into practice their personal skills and work towards the completion of an exhibition accompanied by a thesis paper and an artist's statement.
Prerequisites: AR 4934 Studio Projects and Installation

Programme Resources

Library Resources

John S. Bailey Library provides extensive print, electronic and audio-visual resources in support of the College's academic programmes. The attractive, quiet and modern environment offers an ideal setting for students to study, conduct research, connect with peers, or read for pleasure.

Students, faculty and staff have access to a large collection of print and non-print resources including 129.000 books, 132.000 e-books, more than 12.500 academic journals and newspapers and more than 2.200 educational films and CDs. These resources and other research tools are accessible through the library website (library.acg.edu) on campus as well as remotely.

Students studying Business Administration, in particular, have access to high-quality journals, statistical data and reports, industry profiles and other types information through these electronic resources:

Academic Search Premiere (EBSCO)

A multidisciplinary database with access to articles covering all academic disciplines. More than 4,700 titles are available in full text.

Business Source Complete (EBSCO)

A comprehensive business database with access to articles from journals, trade publications and magazines, as well as industry and country reports, case studies, SWOT analyses and much more.

Credo Reference

A collection of over 270 online reference books by SAGE Publications in the fields of business, geography, law, medicine, psychology, religion, science and the social sciences.

DSI - All That Stats

Access to an array of statistical data from OECD, the European Union, the IMF and UNIDO, as well as a variety of US and German official and central bank statistics.

EBSCO eBook Collection

A collection of over 132.000 ebooks covering all academic disciplines.

EconLit (EBSCO)

An online index to economic literature produced by the American Economic Association. Includes journal articles in full text, citations and abstracts of articles, chapters of books, dissertations, working papers and book reviews in all areas of economics.

The Economist

Online access to articles from The Economist as well as a variety of web-only content, including blogs, debates and audio/video programmes.

Financial Times

The online version of the leading financial newspaper with access to the latest business, finance, economic and political news, commentaries, data and analysis.

iMentor

A database containing company information, balance sheets and other financial information on more than 80,000 Greek public and private enterprises. Includes financial sector reports and analyses. All information is available in fully editable Excel format.

JSTOR

Full text archive of back issues of core scholarly journals in the arts, humanities and social sciences.

Oxford Reference

A collection of over 200 general and subject-specific reference titles published by Oxford University Press, covering more than 25 subjects.

An array of media services is also available to students and faculty. The DEREE Media Centre houses the library's audio-visual and multimedia collections and provides equipment for viewing and listening. Moreover, the Media Centre offers assistance to students and faculty in integrating the latest audio-visual technologies into their research.

For resources not readily available, the library offers document delivery services through the union catalogue of serials of the *National Network of Academic and Scientific Libraries*. Pay-

per-article and document delivery services are also available from *OCLC*, partner *AMICAL* libraries, *The British Library*, as well as through a variety of vendors and publishers.

The print audio-visual and electronic collections are organized according to international cataloguing rules. All library functions, including cataloguing, acquisitions, circulation, reserves and the public access catalogue are managed through an integrated library automation system. The web-based public access catalogue is accessible to anyone through the Internet. Library holdings are also listed in OCLC's *WorldCat* database.

All library collections are enriched throughout the academic year in close collaboration with faculty in accordance with the developing needs of each academic area. Online resources are carefully evaluated by librarians, faculty and students through trial and benchmarked against other peer international and US libraries supporting similar programmes.

In addition to a wide range of resources, the library offers to incoming students training sessions in information discovery and research. Students learn how to use the library website to access, select, evaluate and effectively use information resources. Moreover, in collaboration with faculty, special training sessions are organized for the needs of specific courses or disciplines. The reference desk is staffed throughout the day by specially trained personnel who can assist students and faculty in using the library and its various resources.

The library provides 28 computer workstations, viewing and listening stations, ample space for studying, individual study carrels and comfortable seating. A wireless network allows users to access all electronic resources from their laptops, tablets or hand-held devices. Printing and photocopy facilities are also available.

Multimedia resources

- Microsoft Office: 750 licenses currently in operation. Licenses are per machine and are renewed every 5 years.
- SPSS: 100 licenses currently in operation. Licenses are concurrent and are renewed annually.
- E-views: 3 licenses currently in operation. Licenses are per machine and are renewed annually.
- Blackboard platform: The license is renewed annually.
- Turntin Plagiarism Detection software: License is renewed annually.

Information Resources and Technology

Information technology is integral to all aspects of academic life at The American College of Greece, including teaching and learning, research and creative endeavors, outreach, administration, and student life. The systems and services impact virtually every aspect of campus life and are central to the academic enterprise as well as administrative processes. As the provider of technology and technology services at The American College of Greece, the Information Resources Management (IRM) department is committed to technology

innovation consistent with the College's strategic plan. The IRM Department consists of the following divisions:

- Administrative computing: refers to computing applications that support administrative processes that are institution-wide. Its purpose is to improve the capability to cost-effectively manage ACG's resources and serve the administrative needs of faculty, student and staff constituents.

- Academic computing: consists of information technology tools, methods and services which allow faculty to improve their teaching and provide an enhanced learning environment for students.

Academic Computing

Systems and services for which Academic Computing is responsible includes the following:

Instructional Technology

A specialized online course management system, ACGBoard, based on Blackboard CMS, is used in courses to enhance the student experience and support the instructional program.

Through ACGBoard, students can access online course materials and interact with the instructor and other students in the class. ACGBoard is widely used at ACG to enhance and support classroom teaching.

The services that can be accesses through Blackboard include the following:

- Access course materials (including text, images, video, audio).
- Access quizzes and surveys.
- Set and receive assignments.
- Communicate with students through online discussions, real-time chat and an interactive whiteboard.
- Track student progress and manage grades.
- Provide feedback to students.
- Access to electronic textbooks.

Since Spring 2014, the College has initiated a pilot program to introduce electronic learning resources to a selection of 35 undergraduate courses. Students registering for these courses have received the required textbook(s) in an electronic format (e-book) along with various other electronic course materials, accessed through Blackboard. The adoption of e-books, introduced DEREE students to new learning methods based on interactive, enhanced content and searchable electronic resources. Appropriate faculty and student guides on how to access and use this new service have been created.

Interactive collaboration and sharing.

The department has acquired a site license of VoiceThread, an interactive collaboration and sharing tool that is proven to enable users add images, documents and videos and to which other users can add voice, text, audio and video comments. The tool could be accessible through Blackboard and is currently being evaluated by a selected group of faculty members.

Appropriate training is provided to all students during the first semester of classes and also a thorough user manual is available. Faculty specialized training is provided to all new college faculty as part of their college induction program. Additional more focused training on specific features (e.g. Wikis) are organized throughout the semester.

Student Software

Microsoft Student Advantage

The IT department of The American College of Greece, is providing Microsoft Office 365 Pro Plus to all registered students at no cost via the Microsoft Student Advantage program. This agreement between ACG and Microsoft allows the College to provide current students with the latest version of full Office at school and at home. The license to use the software is provided and validated to all students through the college email system (@acg.edu).

Microsoft e-Academy

The College's Microsoft campus agreement requires that the e-academy Electronic License

Management System (ELMS) is made available to all students of the ACG community. ELMS is a web-based management system which easily enables students to download Microsoft software and use it for educational purposes. The use of ELMS for the management and distribution of software in the Academic Alliance Program is made available by Microsoft and

e-academy (Microsoft partner) as a student benefit, free of charge. Students may use the software that is provided through ELMS for non-commercial purposes including instructional use, research and/or design, development and testing of projects for class assignments, tests or personal projects.

The Technology Enhanced Classroom initiative at ACG enables instructors and students access, tools and resources available beyond the traditional classroom. Classrooms are equipped with IT resources designed to extend and broaden the learning experience. From faculty lectures to student presentations, users are able to display multimedia and web enabled information throughout the ACG network of technology enhanced classrooms. All classrooms are equipped with a ceiling mounted video projection system specifically designed to meet the requirements of each classroom environment. A projection screen provides an ideal viewing surface for data or video, displaying clear, bright images.

Every classroom features a teaching station that is specially designed to house the room's technology. The teaching station also features a retractable keyboard and mouse tray, along with a built-in LCD monitor, which provides the ability to display the same image on both the built-in monitor and projection system, thus allowing instructors to maintain eye contact

with students. A VCR/DVD/Blue Ray player that incorporates high quality video in the classroom is also provided. The system is complemented by the latest sound amplifier technology and wall mounted speakers. All classrooms are connected to ACG's high speed backbone and some of them also offer wireless connectivity. Training for maximum use of equipment in Technology Enhanced classrooms is provided by Media Center staff.

Media Centers

The Media Centers at The American College of Greece support the instruction and research needs of ACG's faculty, students, staff and alumni by providing facilities, collections and expertise for researching, viewing and producing a wide range of media. The Centers provides equipment and expertise for producing video for classroom and extracurricular projects. Digital cameras, camcorders and audio recorders are available for loan to support the academic community. Multimedia stations are available for editing audio and video, scanning and manipulating images, and creating presentations. Workshops (offered on demand during the term) provide instruction on multimedia hardware and software available in the Center. The Center's media collection comprises more than 1,000 DVDs and 1,500 videotapes, as well as audiotapes, CDs, and CD-ROMs on a wide variety of subjects.

The Media Center has equipment and support for digitizing and editing audio, video and images. This facility is also equipped to repair, duplicate, transfer, and convert the presentation of media materials into the most popular audio and video formats. The Media Center serves several locations on all campuses, including DEREE's Main Building and the Communications Building.

2.1 Library Help

Your department liaises with JS Bailey Library staff to ensure physical and electronic information resources for your subject are available. Library staff are available to support you personally and will work with you throughout your time at the College.

If you have any questions about using the Library, such as logging-in, printing or using our various databases you can get help:

• from the front desk on the ground floor of the JS Bailey Library

• online: http://library.acg.edu/help

• By phone: +30 210 600 9800 ext. 1434

The JS Bailey Library's website library.acg.edu provides access to thousands of resources and information about Library services. You can also access key services via your smart phone or tablet.

2.2 External Examiner

The External Examiner assures that you are assessed fairly in relation to other students on the same programme and that your award is of the same standard as similar programmes offered by other UK higher education institutions.

The External Examiner for this programme is: Professor Nicolas De Oliveira.

Academic Society Advisors provide an oral summary of External Examiners' reports in the first Academic Society General Assembly meeting after each Board of Examiners. Information on the External Examiner's report could be provided by your Department Head upon request.

2.3 Opportunities for Graduates

The Visual Arts programme equips students with the knowledge and skills for a career in an array of art related professions. Graduate studies are recommended after completion of the programme. Graduates from this major may pursue a career as independent artists, gallery and museum employees, educators and curators. The Visual Arts programme has been extremely successful in preparing students to get accepted in reputable Universities in Britain and the US such as: UAL: University of the Arts London- Central Saint Martins, Academy of Art University / San Francisco Art School, Goldsmiths, University of London, Transart Institute, University of Reading, University of Glasgow among others.

3. Assessment and Feedback

3.1 Assessment

Assessment Strategy and Procedure

Although courses may employ assessment instruments which perform only a diagnostic or formative function, credit for the completion of a course can only be obtained on the basis of one or more summative assessments. A summative assessment provides a measure of the extent to which a student has achieved the intended learning outcomes of a module. The assessment of a student's academic performance requires a judgment of the quality of his or her work. In all cases, this assessment are governed by criteria which are explicit and communicated to students. More information on the assessment strategy of the College is given in Appendix A. The general grading criteria employed by the College are set out in Appendix B.

Examination Regulations and Procedures

Examination regulations apply to in-class assessments, such as examinations, laboratory tests etc., for all students registered in DEREE courses and aim at promoting academic honesty through appropriate conduct. More information on procedures for exam security

and invigilation is provided in Appendix A.

Student Identity

Students must carry with them their DEREE ID card in the examination room. For details on Checking of Student Presence Procedure, please visit *myACG*.

Entering and Leaving the Exam

Students who arrive late may be admitted to the exam but no additional time will be given. Students should be allowed to enter and take the exam up until a quarter of the allotted time has passed. Students should not be allowed to leave before a quarter of the allotted time has passed. Students should bring as little as possible to the examination room. Any bags, books, notes, should be placed underneath the chair. Food and drink (including coffee) are not permitted in the exam room with the exception of clear bottles of water.

Exam Conduct

Students should bring their own pens, pencils, approved calculators, and other materials needed for the examination. All exams should be written legibly in black or blue ink. Pencil may only be used for diagrams, graphs, etc. Exam answers written in pencil are not acceptable. Entry/leaving an exam should be done as quietly as possible.

Mobile Phones and Electronic Devices

Mobile phones and electronic devices must be switched off – not on "silent" – in clear view and placed underneath the chair. If students use or attempt to use their phone / electronic device during the exam it will be regarded as a disciplinary offence. Students will be held responsible if their mobile phone / electronic device rings / vibrates during the exam. Any student caught using Bluetooth or any electronic device in the exam will be asked to leave immediately and will face disciplinary action.

Student Answers/Examination Paper

All answers must be legibly written on exam paper provided by the exam proctor. Students are not permitted to write answers on the question paper. Students must clearly cross out any (rough) work that is not to be graded. If extra exam paper is needed, it will be provided by the exam proctor. The only paper that can be used is the paper provided by the College and should all be returned to the proctor at the end of the exam.

Return of Exam Papers

Students must put the exam question paper and all answer papers together and submit both to the exam proctor. Failing to do so will result in failure in the exam.

Assessment Schedule

Please note the exam/assessment periods in the academic calendar and make sure that you are available during that period.

Examination Schedule

The examination schedule is published on *myACG*. Please keep checking for updates.

Coursework

Where a module is wholly or partly assessed by coursework, the submission date and method of submission will be clearly stated on the Course Information Packet circulated to students by the instructor on the first day of classes and posted on the course Blackboard container.

When you submit an assignment it is important that you ensure the following information is on the assignment front sheet:

- Your name
- Year and semester
- Name of the instructor for whom the assignment has been done
- Name of the module for which the assignment has been done

Your responsibilities:

- ✓ Keep a record of your work
- ✓ Keep copies of all assignments
- ✓ Ensure your work is handed in within the deadlines

Each piece of assessed work will receive a mark and feedback. The method and form of feedback for each module will depend on the assessment method.

Assessment Method Mapping

Midterm assessment – summative Submission of project and presentation	**40%**
Final assessment- summative Submission and presentation of final project and portfolio	**60%**

Formative:

In-class "diagnostic" test – formative Submission of project	**0**

The formative test aims to prepare students for the projects.

Mark schemes of AR courses at:

http://www.acg.edu/ckeditor_assets/attachments/2120/VA_Mark_schemes_2016.pdf

Art Studio Policy

ART STUDIOS are open on weekdays between 9.00 a.m. to 10.00 p.m.

The studios are available to all students registered in AR courses. The students can work on their projects in the studios, when there are no classes running in the studios.

The students can use the studios on Saturdays, from 9.00 –a.m. until 5.00 p.m. during the semesters and sessions.

All studio areas should remain clean after the students finish their works. Any paint stains on drawing boards, stools, chairs, tables, floor, should be carefully wiped off after usage.

Unless otherwise specified, students must de-install sculptures and other installation work within a day of presenting their project. For installations, students are expected to return the room to the condition they received it including repairing and repainting.

Drawing boards, paper clips, paper towels, detergent for brushes, pins, tapes, glues, some markers and some color pencils are provided by Deree. All materials are kept in a cabinet and they should not be removed from the studios .A staple gun, gesso, a hammer and scissors are available for stretching canvases. Paper roll (newsprint) and paper sheets (drawing paper) are provided by Deree. There is a certain number of drawing paper sheets that can be used by each student. Students sign up for a number of paper sheets per semester. An assortment of nails and screws, glue, and sand paper are provided by Deree. More specialized, project-specific materials must be provided by the student. These materials are kept in a locker in the classroom.

A video camera and tripod can be checked out for projects from the VA Office, and/or the Media Center. Please sign up for reservations.

A video projector, dvd player, and speaker system are kept on a cart in the faculty office. This equipment can be requested for project presentations and installations. Students will be expected to complete a short training in the proper use of audio-visual equipment before using it.

There is an editing facility available for the creation of video projects. Please discuss your projects first with your instructor so a short demonstration of video editing can be completed. Trainings will be organized. After training, your name will be given to the media center for clearance to use the editing machine. Students need to sign up for time on the computer in advance. It is advisable for students involved in video projects to have their own fire wire external hard drive to store work and bring home with them.

Individual lockers are available for all registered students. Students sign up for keys to the lockers in the beginning of the semester. The keys are returned by the end of the semester.

The studios are cleaned up and painted by the end of the spring semester. Students are responsible for removing their works from the studios. Works or materials should not be left in the studios after the date of the de-installation of the annual exhibition.

Health and Safety when using the sculpture Studio

As heavy power tools and hand tools are constantly used within the sculpture studio, students are requested to follow some simple rules concerning their health and safety. Special posters placed in the studio act as reminders of these simple, yet crucial rules.

- Students who are not properly trained are not allowed to work in the studio
- Students who are trained are required to use the studio only under their instructors' or the studio assistant's supervision
- Students are trained on how to use the fire extinguisher and the first aid kit in case of emergency
- Students are not allowed to use headphones, have loose long hair, wear large rings, large earrings, loose clothes or anything that could potentially get caught in a power tool and be a tripping hazard or cause an accident
- Use of protective gear is mandatory. The studio has a plethora of protective gloves, respirators, earmuffs, and goggles that students are requested to wear at all times while working

Portfolio

Portfolios of works are viewed by instructors during the class sessions. The College does not keep art projects or portfolios. The students are responsible for keeping their works in a well-organized portfolio, dated and sorted. The instructors help the students to organize their portfolios for applications to graduate schools.

Documentation of the portfolio

Documentation of art projects is mandatory. Students can check out a video camera from the Media Center at the Library, to document time-based work. Students should arrange this in advance of their presentation.

Moving materials on and off of campus by car

Visual Arts students are allowed to drive their cars to the entrance of the Center of the Arts Building or to the Sculpture lab in order to bring in or take out heavy and/or bulky materials.

List of art supplies stores

A list of Art Supplies Stores is available to all students. Discounts for purchases of materials are offered to the Visual Arts students.

Events, exhibitions, meetings

Center for the Arts Gallery Fall and Spring Exhibitions

Two student exhibitions are held by the end of the fall and spring semesters, in which all students participate. Opening dates, installation and de-installation dates are announced by the department.

Other exhibitions, like thesis exhibitions or curated shows, are announced by the department.

Public space Installations

Public space throughout the campus is used for temporary installations or performances. A permit is necessary for using the indoors and outdoors areas. Consult your instructors about how you can organize a presentation of your works in the public space. As in the art studios, all projects must be removed in a timely manner and the space returned to its original condition after use.

Artists' presentations

Professional Artists are invited to present their works during class hours. The presentations are open to the DEREE student body. Masaaki Noda, based in New York, Sheiko Wada, based in Tokyo, Michael Townsend, based in Boston, and Sheila Pepe, based in New York are some of the international artists who presented works.

Workshops/ Seminars

Presentations of works, screenings, readings, discussions, are organized by the VA Program. The presentations are open to the Deree student body.

Museum and Gallery visits

Based on the program of the museums and galleries in Athens, visits are frequently organized during the semester. These mandatory visits are always connected with related in class projects and essays on the works on view.

The FRSFPA Festival

Organized by the FRSFPA faculty, the Festival is a major project for all FRSFPA programmes. It features exhibitions, musical, theatrical and dance events and it runs for about twenty days during the spring semester. For further information visit the website or e-mail at: fineperformingarts@acg.edu

3.2 Giving your Feedback about this Programme

We are keen to work with you to enhance your programme. Opportunities for you to feedback to us formally include student participation in the Programme Committee, the Academic Society, Student Course Evaluation, Senior Exit Surveys, meetings with the Dean, meetings with the Provost, and other student surveys. Informal feedback is also welcome at any time either via your instructor or your department head.

Visual Arts Department Committee

The Visual Arts Committee is responsible for the routine monitoring of programmes, including the consideration of student feedback, performance data and external examiners' reports. Proposals approved by the Committee are forwarded to the DEREE Curriculum Committee and Academic Council. The Programme Committee is chaired by the Academic Dean of the School. Committee membership includes all Department Heads and Programme Coordinators, as well as the president of each student academic society. This ensures that the student community has a voice in decisions about curriculum, teaching and learning, and the development of the School of Business.

Departmental Academic Society

The Visual Arts Department student society, organizes exhibitions, exhibitions visits, on-campus lectures, and informational meetings about the programme. The faculty advisor to the Society supervises the organization of student elections to the society's governing board according to the society's constitution, and the board of students implements all planned activities.

Student Course Evaluation

Student evaluations of courses and instructors are administered by the Office of the Registrar at the end of each academic term. The online course evaluation system is easy, convenient, secure, anonymous, and confidential. The course evaluation system is administered by the Registrar's Office. Information about the course evaluation system is available through the college website or by emailing registrar@acg.edu.

Senior Exit Survey

Student feedback comprises an integral part in the continuous development and success of FRSSFPA programmes. Prospective graduates submit a Senior Exit Survey. The survey includes questions on student satisfaction with the education provided by the Visual Arts programme and with their overall College experience at DEREE. The aim is to identify areas of good practice as well as areas that need improvement.

3.3 What Happens with your Feedback about this Programme?

Your feedback helps us to continually enhance this programme. You can find out what actions have been taken in response to your feedback through your academic society, student government, department head or instructor. Updates on action taken are also provided through blackboard and *myACG*.

Student feedback is used in a variety of ways, including:

- Improvement of methods of Teaching and Learning
- Module Leader Reports
- Annual Performance Evaluation of academic staff

3.4 Getting Feedback on your Assessed Work

According to The College has committed to a two week turnaround for feedback. Each module handbook will provide you with specific guidelines on the turnaround for feedback.

3.5 How do I Get my Results?

Results from module assessments and decisions on progression to the next level or awards (if you are in the final level) are available from *myACG*. Results normally appear within ten working days after the end of the examination period. Marks on individual assessments are not finalized until the Board of Examiners' meeting (the meeting where your end of year outcome will be decided). If you are unsure about when you might receive your results or have queries relating to your results, you may contact your module instructor via email.

3.6 Issues with Assessment

If you are experiencing problems which are adversely affecting your ability to study (called 'mitigating circumstances'), then you can apply providing some form of evidence of your circumstances to verify your request.

Examples of acceptable extenuating circumstances include:

- Bereavement
- Illness

- Hospitalization
- Transport cancellation, where this may be evidenced
- Court attendance
- Serious family illness where the impact on the students' ability to undertake assessment may be demonstrated
- Accident

The following are not acceptable extenuating circumstances:

- Holidays
- Weddings
- Family celebrations
- Printing problems
- Computer failure, corrupt USB sticks
- Financial problems
- Work related problems
- Accommodation issues
- Mis-reading assessment arrangements

Late Submission

You must submit work by the deadlines set in the course outline. Work submitted after but within seven days of the deadline will receive a maximum grade of C. You will fail the assessment if work is submitted later than seven days after the deadline.

Resits

In the case of an initial failure of one or more assessments in a course, you have the right to be reassessed in (i.e. resit) the element that you have failed. This reassessment will normally be scheduled prior to the commencement of the following semester. Only one resit per each assessment element is allowed in each module. The maximum grade you can obtain for the reassessed component of the course is a pass (Grade C – 40%). If you fail the resit, you will not receive the credit for that course.

Resits in Capstone Courses

Students who fail a coursework assessment (project/paper) with a weight of 60% or above in a capstone course may request to resit the failed assessment in the resit period following the one designated for the course.

Such requests from students must include the instructor's verification that it is impossible for the student to successfully complete the assignment by the scheduled course resit period.

Such an extension for the completion of specified coursework in capstone courses can only be given upon the recommendation of the student's instructor and the approval of the relevant Department Head and CASP.

Academic Appeals

Students registered in a validated program, may appeal against a decision of the Board of Examiners. Students' rights of appeal are limited to two grounds:

- either that the candidate's performance in an assessment was adversely affected by illness or factors which s/he was unable, or for valid reasons unwilling, to divulge before the Board of Examiners reached its decision
- or that that there has been a material administrative error, an assessment was not conducted in accordance with the current regulations for the program or special arrangements formally agreed, or that some other material irregularity relevant to the assessment has occurred.

Disagreement with the academic judgment of a Board of Examiners in assessing the merits of an individual element of assessment does not constitute grounds for an academic appeal. Responsibility for the submission of documentary evidence in support of the appeal rests with the student.

Appeals must be submitted in writing to the Registrar no later than 14 days following the publication of Examination Board results. All appeals must be submitted in writing to the Registrar by the end of the second week of the following session/semester.

On receipt of the appeal, the Registrar informs the department head/area coordinator and Academic Council (through the Chief Academic Officer) and submits to them all relevant evidence and correspondence.

The Academic Dean will undertake an initial assessment of the validity of the appeal and advise the student accordingly. In the light of this advice, the student should decide whether s/he wishes to proceed with the appeal. Alternatively, the student may decide to withdraw his or her appeal and/or lodge a complaint in accordance with the College's complaints procedure. The subcommittee of the Academic Council will hear the appeal. The appellant may be called to appear before the subcommittee. The subcommittee may also require the Chair of the Board of Examiners to appear separately before it. The appellant and the Chair of the Board will not be present when the subcommittee considers the evidence and formulates its decision. The subcommittee must inform the student and the Board of Examiners of its decision within seven days of the hearing. The student has the right to subsequently appeal to the President in writing against the decision of the subcommittee. If the appellant wishes to contest the President's decision s/he has the right to lodge an appeal

with the Open University. The student will obtain contact details for the President and the Open University at the Student Success Center.

The Registrar's Office will keep records of outcomes for all appeals cases. The Academic Council will receive annual summary reports regarding all appeals received by the College.

Cheating, Plagiarism and other forms of Unfair Practice

An academic offence (or breach of academic integrity) includes any action or behavior likely to confer an unfair advantage, whether by advantaging the alleged offender or by disadvantaging another or others. Examples of such misconduct are plagiarism, collusion, cheating, impersonation, supplying false documentation, use of inadmissible material and disruptive behavior in class or during examinations. Responsibility for reviewing breaches of academic integrity is held by the Committee on Standing and Conduct.

3.7 Academic Misconduct and Penalties

Charges against a student for violating academic integrity may originate from any source: a faculty member, an administrator, a staff member, a fellow student, or from the community at large. The charges are to be submitted in writing to the chair of the Committee on Standing and Conduct. If a member of the Committee originates the charge, then that member will be recused from the decision-making process, and any other process related to the case, other than those related to the role of complainant/witness. On receipt of the allegation of a breach of academic integrity, the Chair must inform the Chair of the Board of Examiners that is responsible for the assessment. The Board should then suspend its decisions on the candidate's grade(s) until the facts have been established (see Appendix D – Regulatory Framework).

Once the Committee on Standing and Conduct has considered the allegation and reached a conclusion on whether an offence has occurred, it should issue a report with a recommendation regarding the outcome for the student to the Chair of the relevant Board of Examiners. If it has been established that an offence has occurred, the Board will judge the significance of the misdemeanor and exercise its discretion as appropriate to the case. If it is established that a student has attempted to gain an unfair advantage, the examiners shall be given the authority to rule that the student has failed part or all of the assessments, and the authority to determine whether or not the student should be permitted to be reassessed.

Independently of the assessment decisions made by the Board of Examiners on offences pertaining to validated courses/programs, the Committee on Standing and Conduct is empowered to consider a wider range of sanctions that might be applied when a student is found guilty of a breach of academic integrity.

The following list of sanctions is indicative and can be imposed by majority vote of the Committee:

Admonishment Letter (or Letter of Warning): The student is advised in writing that her/his behavior violates rules of academic integrity and that a recurrence will lead to more serious sanctions. The Committee will deliberate on whether the letter should or should not appear in the student's file permanently or for a lesser period of time.

First Offence File: The student's name and a description of the offense is filed in a shared electronic folder, accessible by the Chief Academic Officer, the academic Deans, the Dean of Students and department heads.

Second offences automatically result in a hearing.

Disciplinary Probation: The student is advised in writing that his/her behavior violates rules on academic integrity and is given a probationary period (to be decided upon by the Committee) to show by good behavior that a more stringent penalty should not be imposed. During the period of the probation, the student is required to terminate association with all extra-curricular activities and resign from any student office.

Suspension: The student's relationship with the College will be discontinued until the end of the semester or term. The student will forfeit any fees involved with the College.

Dismissal: The student's relationship with the College will be terminated indefinitely. The right to apply for readmission shall be denied.

Before announcing judgment/sanctions, the Chair of the Committee on Standing and Conduct consults with the Chair of the Academic Council, who has the right to recommend other sanctions. If the Chair of the Academic Council is in agreement with the Committee's recommendations, the Chair of the Committee will inform the student and the plaintiff (in writing and within three days of the hearing) of the final judgment and the actions to be taken. If the Chair of the Academic Council proposes other or additional sanctions, the chair of the Committee must communicate these recommendations to the Committee within three days and re-deliberate. Majority vote once again determines final sanctions. Communications procedures as outlined above apply. A final written report to the Academic Council on a case-by-case basis, is prepared within 14 days, and includes the complaint, the Committee's judgment and sanctions.

Within three *working* days of receipt of the decision, either party (plaintiff or student) has the right to make a formal written appeal against the decision of the Committee. The appeal is addressed first to the Committee on Standing and Conduct. If the Committee does not deem any change to the decision is warranted subsequent to consideration of the appeal, the appeal may then be brought to the Academic Council, and subsequently to the President whose decision is final. The student may appeal against the decision of the Board of Examiners in accordance with the regulations for academic appeals (Section 9, Appendix D – Regulatory Framework).

3.8 Complaints Procedure

Complaints are specific concerns about the provision of a course / module or a program of study or related academic or non-academic service. When appropriate, a complaint is first resolved through informal discussion with the party / office directly involved. If not resolved at that level, a formal complaint is submitted by the student to the Registrar's Office within 14 days from the day the outcome of this discussion is made known to the student. Upon receipt of the complaint, the Registrar forwards the complaint with all relevant documentation to a panel consisting of the Chief Academic Officer, the Academic Deans and the Dean of Students.

Depending on the nature of the complaint, the academic Dean or Dean of Students will undertake an initial assessment of the validity of the complaint and advise the student accordingly. In the light of this advice, the student should decide whether s/he wishes to proceed with the complaint.

In the event that the student decides to proceed with the complaint, a subcommittee of the Academic Council will be convened no later than three weeks after receiving the student's decision. The membership of the subcommittee shall not include any member of faculty or the administration who has been involved in the complaint or who is a member of the relevant Board of Examiners.

The subcommittee of the Academic Council will hear the complaint. The appellant may be called to appear before the subcommittee. The subcommittee may also require the relevant member of faculty and/or Administration to appear separately before it. The appellant and any member of staff against whom the complaint has been made will not be present when the subcommittee considers the evidence and formulates its decision. The subcommittee must inform the student and the Chair of the Board of Examiners (if the complaint concerns a validated course/program) of its decision within seven days of the hearing. The student has the right to subsequently appeal to the President against the decision of subcommittee. If the appellant wishes to contest the President's decision s/he has the right to lodge a complaint with the Open University. The student will obtain contact details for the President and the Open University at the Student Success Center.

The Registrar's Office will keep records of outcomes for all complaints cases. The Academic Council will receive annual summary reports regarding all complaints received by the College.

4. Where to Get Help

4.1 Downloading College Forms

All standard student forms are available online on www.acg.edu as well as on *myACG → Student Resources → Forms*

4.2 Academic Advising

The Academic Advising Office aids students in choosing and completing their academic programs. The advising staff provides academic advice and information to undergraduate students, advising all first-year students, some second-year students, and transfer students; support for academic staff advisors; and resources for all students in need of academic advice. Once students have declared their major they participate in an advising program that uses academic staff as advisors to handle the responsibility of advising on academic and career-related matters.

International students have an additional non-academic international student advisor who assists them in their efforts to adjust to the new culture and supports them in obtaining any student visas and residence permits required by Greek law.

4.3 Student Academic Support Services

The Student Academic Support Services (SASS) is open daily and offers academic assistance to all DEREE-ACG students through individual learning facilitation sessions and/or workshops. SASS learning facilitators are peers who assist students in improving and strengthening academic study skills.

4.4 Office of Student Affairs

The Office of Student Affairs is dedicated to promoting student development and continually improving the quality of student life. Through extra-curricular activities the College strives to provide students with opportunities parallel to the classroom experience that are consistent with its educational values, such as presentations, lectures, excursions, debates, theatrical plays, blood drives, happenings and events. The students are encouraged to explore personal and professional goals by participating in clubs, societies, organizations and athletic teams. All the student groups have an advisor, or coach, who is knowledgeable in the subject area, monitors their activity, attends their general assemblies and supports the group during the year.

4.5 Student Success Centre

The Student Success Centre supports students by offering comprehensive, integrated services in the areas of academic advising, OU validation issues, student records, registration, and payments in a one-stop area. The Student Success Centre aims to create

the optimum conditions so that students can follow the path to academic success. Students may visit the Student Success Centre to pay a bill, request a certificate, obtain a form, arrange to bring a visitor on campus, obtain their transcript, see an academic advisor, ask about OU validation, change a course, and obtain or replace their student ID. The SSC web page has been set up to reflect the one-stop concept of the Centre and includes information from different departments. It may be accessed from the "Quick Links" on the ACG homepage (www.acg.edu) and it allows students to print forms or view the academic calendar, academic policies, final exams schedule, course schedule, graduation instructions, major requirements, frequently asked questions (FAQs), the e-mail directory, and financial aid and international student information.

4.6 Disability Status and Provisions

Students are responsible for alerting the Educational Psychologist to a known or suspected disability and/or learning difference, and for providing relevant documentary evidence if available. The Educational Psychologist suggests actions to be taken to accommodate such cases, having ensured that there has been full consultation with faculty in the department(s) responsible for the assessment of that student. The accommodation is approved by the Committee on Disability and Learning Differences. This action must be endorsed by the Chair of the relevant Board of Examiners in the case of the validated award. Information, guidance and support are provided to all disabled students who declare their disabilities. Students with disabilities and learning differences may be eligible for special accommodations, such as extra time for examination completion, and receive support and educational counseling from the Educational Psychologist on campus.

4.7 Career Services

The Office of Career Services offers centralized, comprehensive and coordinated career development, through appointments, sessions and workshops, building relationships and longstanding collaborations between students/alumni and potential employers. In the past three years the Office has expanded the quality of the services offered by acquiring a Career Services Manager tool, Goinglobal, as well as the handling of the international internship positions and the work study positions, transforming it thus into a hub for career-related issues. The Office moved dynamically to the era of social media utilizing Facebook and Linkedin. The variety of programs and services offered to students and alumni include: counselling sessions about career advising and graduate studies advising; an online test which identifies strengths and personality preferences aiming to assist the students in their selection of a major; Goinglobal, a tool offering job openings abroad; skills workshops about job search and job interview techniques; Career networking events; JobBank offering part-time and full-time positions; Career Days where the students have the opportunity to have a short interview with a company representative; International Internship program.

4.8 Study Abroad

The Study Abroad Programme not only brings US and international students to Athens, it also sends DEREE students to several partner universities in the US and other countries. The International Internship and Study Abroad Program combines and provides a first-of-its-kind career and academic program in Greece and is open to all undergraduate students. Students have the opportunity to intern with a leading multinational company abroad and follow this up with a semester of study with an international partner university. The College is proud to be partnering with a select number of institutions that span the globe such as Northern Arizona University, Mercy College, Texas A&M, Kingsville, University of Utah, the American University in Cairo, and Richmond – The American International University in London, to name a few.

5. What to do if you…..

5.1 …..are absent for more than one day

You must notify your instructor(s) if you are absent for more than one day. If you are going to apply for Mitigating Circumstances you will need to provide written evidence of the reason for your absence (see section 3.6).

5.2 …..are ill

If you are absent through illness on the day of an examination or assignment deadline and you intend to apply for mitigation, you must also provide us with details and any available evidence as soon as possible. Contact the Student Success Centre to get a copy of the appropriate Mitigating Circumstances form.

5.3 …..have a comment, compliment or complaint

We are committed to providing a quality, student-centered experience for all our students. We welcome comments and compliments from students, and find them valuable for on-going improvements. Comments and compliments about your course can be raised with your instructor(s) and/or Department Head. If you have a specific complaint about an act or omission of the College you may be able to make a formal complaint in writing under the Complaints Procedure (see section 3.8).

5.4 …..are considering withdrawing from the course

You must consult with your advisor if you wish to defer your studies, withdraw from a course, or to transfer registration from one course or award (major) to another. Applications for deferral, withdrawal or transfer should then be lodged with the Registrar's Office. Applications are subsequently considered by the Committee of Academic Standards and Policies (CASP). CASP decisions are governed by the following regulations:

Students are permitted to change a course within the first two days of teaching.

Beyond this period, students may withdraw from a course within the first two weeks of teaching whilst retaining the right to re-enroll in the said course in the future.

Changes after this deadline will only be considered in exceptional circumstances. Students shall not be permitted to withdraw and then subsequently re-enroll in a course after the submission or completion of the first summative assessment.

5.5 ….need a reference letter

If you need a reference letter from one or more of your instructors, fill in the Reference Request Form from *myACG* (→ *Student Resources* → *Forms*), stating the reason why you need the reference, as well as the number of hard and/or electronic copies requested.

6. Other Relevant Policies

6.1 Attendance Policy

All students are required to attend 80% of instructional class time. Some programmes may impose a stricter attendance requirement.

Absence from a class does not exempt a student from completing the work for that class. Students who have exceeded the allowed threshold of absences will be referred by the instructor to the Registrar's Office. The Registrar will in turn inform the Committee on Academic Standards and Policies which, in the light of any evidence of extenuating circumstances supplied by the student, will decide whether the student must withdraw from the course (and receive an F grade).

6.2 Student Punctuality Policy

It is the responsibility of students to be in class on time, and the responsibility of instructors to begin their class on time and end it on time. Students are considered absent and will be recorded as such, if they arrive to class 10 minutes (or more) later than the scheduled class starting time.

Individual instructors reserve the right to have a more stringent policy, provided that this policy is listed in the Course Information Packet.

6.3 Turnitin Policy and Student Guidelines

The College is using Turnitin software to assist in the detection of plagiarism. If a case of cheating is proven, disciplinary procedures will be followed, as described in sections 3.6 and 3.7. More information about the College's Turnitin Policy can be found in Appendix F.

Guidelines for Student Use of Turnitin:

- Students are only permitted to submit their own work and only for assignments created by DEREE faculty for DEREE courses.
- Students are not allowed to submit the work of others.
- Students are not allowed to have their own work submitted by others.
- Students are responsible for submitting assignments to Turnitin on time.
- Work submitted to Turnitin remains in a large database of papers against which future papers are scanned.

6.4 Transfer of credits

Students who transfer must be in Good Academic Standing at their previous institution. Students who wish to transfer from US institutions must have a cumulative index (CI) or overall Grade Point Average (GPA) of 2.75 or above. Transfer students must contact the Academic Advising Office and the Validation Office after they are admitted to the College.

6.5 Evaluation of Transfer Credits

The transfer credit process begins immediately after the student's first registration and only after the student has submitted both the official transcript(s) and the course syllabi or descriptions of substantial length from official publications of the institution. Course syllabi may be required for a better evaluation of the student's completed prior academic work. All submitted documents not in English or Greek must be accompanied by certified English or Greek translations and must be submitted to the Validation Office before the end of the student's first semester. The assessment process of the student's prior academic work will be completed no later than two months (excluding vacation period) after the student has submitted a complete folder of the required documents as stated above.

Students cannot be granted credit (or be exempted from) courses at Level 6 and/or for more than 4 courses (i.e. 12 US credits or 60 UK credits) at Level 5. All transfer credit requests are handled by the Validation Office.

6.6 Credit by Assessment for Professional Experience

Credit by assessment may be earned for experiential learning (professional experience) by experienced professionals* who wish to begin or complete their studies. Such credit may fulfill up to 36 US credits required for a degree.

No credit by assessment can be awarded for Level six (6) courses, except for validated internship courses.

No credit by assessment can be awarded for more than four (4) Level 5 courses.

The method of assessment, the number of credits to be earned as well as the course(s) for which experiential credit will be given will be decided by the relevant academic department(s) depending on the disciplines for which credit has been requested. The academic department of the student's declared major will report the results of the assessment to the relevant School Dean for approval. The Office of the Dean will send the final approved evaluation to the Registrar's Office.

*Students must submit an application in order to take advantage of the Credit by Assessment program. The application includes an updated resume and a statement that describes knowledge and skills gained through experience-based learning and how they relate directly to course(s) for which credit requested. Students may also submit certificates of training, work samples, and other documents appropriate as evidence of equivalent to college learning.

Once the application is approved a fee of 90 Euros per credit hour to be assessed will be charged to the student.

6.7 Student matriculation

All degree seeking students entering Deree- The American College of Greece (Deree-ACG) will be required to register for both the US, NECHE accredited bachelor's degree, and the European - UK award validated by the Open University.The following may be exempted from this rule: a) Students pursuing parallel studies at the Greek University/TEI. b) Transfer students who have transferred 92 US credits or above applicable to their program.c) Readmitted students who have interrupted their studies before 2010 will have the option of pursuing only a Deree US degree. Students who wish to be considered for these exemptions must petition the Committee on Academic Standards and Policies (CASP) through the Student Success Center during the first month after their initial registration at Deree.

For the US NECHE accredited degree students have the right to complete their studies in accordance with the educational programs and requirements in effect at the time they were

first admitted to the College. The maximum period of matriculation for a US NECHE accredited degree is 10 years.

If the degree requirements should change during the student's period of studies at the College, the student may choose to complete those degree requirements in effect upon entry or any other set of requirements introduced subsequently and prior to graduation; all the specified requirements for the particular degree chosen must be met.

Students must observe all current prerequisites for courses. Students may stay informed about current prerequisites/co-requisites of courses by consulting annually the latest on line College Catalog.

Re-admitted students are required to follow the program requirements in effect of their re-admission.

6.8 Safety, Health and Wellbeing

The College committed to providing a vibrant and sustainable working environment that values wellbeing and diversity. This commitment exists alongside our wider legal and moral obligations to provide a safe and healthy working environment for our staff, students and members of the public who may be affected by our activities.

Disabled Students

You are expected to declare any disability that would affect your safety in the event of a fire or earthquake, e.g. hearing impairment or the use of a wheelchair. Disabled students must declare their disability, to the College, for it to be taken into consideration.

Accident and Incident and Reporting

All accidents and incidents and dangerous occurrences, must be reported to, and recorded by College staff. In case of accident or medical emergency, you need to contact the College nurse. ACG First Aid Protocol and Medical Emergency Flow Charts are given in Appendix E and are also available on Blackboard.

Smoking

No smoking is permitted in any of ACG buildings; if you do smoke outside our buildings please make sure that you stand at least five meters from building entrances and boundaries.

List of Appendices

Appendix A: Teaching and Learning Strategy, Assessment Strategy, Procedures for Exam Security and Invigilation

Appendix B: Programme Specification – available on Blackboard

Appendix C: Grading Criteria

Appendix D: Undergraduate Online Catalog (including Regulations for Validated Awards of the Open University) http://www.acg.edu/academics

Appendix E: ACG First Aid Protocol and Medical Emergency Flow Charts

Appendix F: Turnitin Policy