



**FACULTY MEETINGS**  
**Master's Thesis or Project**

I have met with this student on the dates indicated below:

\_\_\_\_\_  
First Meeting Date

\_\_\_\_\_  
Faculty Signature

\_\_\_\_\_  
Second Meeting Date

\_\_\_\_\_  
Faculty Signature

\_\_\_\_\_  
Third Meeting Date

\_\_\_\_\_  
Faculty Signature

\_\_\_\_\_  
Fourth/Final Meeting Date

\_\_\_\_\_  
Faculty Signature

## PROCEDURES FOR ARTS 699T or 699P

**Master's Thesis: Designate 1 - 6 units**

**Master's Project: Designate 1 - 6 units**

ARTS 699 is a master's study offered as either a Master's Thesis (ARTS 699T), or as a Master's Project (ARTS 699P). A thesis is required for the Master of Arts in Art. A terminal project and a written component are required for the Master of Fine Arts.

### **Prerequisites:**

- 1) Faculty permission and approval of the Graduate Advisor and the Department Chair

### **Narrative description of specific course proposals (to be provided by the student):**

This section must state at the minimum:

- 1) clear definition, concept and scope of proposed projects
- 2) specific goals to be achieved, proportionate to the assigned unit-value
- 3) approximate monthly schedule of activities and timeline

### *Example Proposal:*

Research and exploration of aesthetic potentials in the use of prisma color pencils with "X" number of works produced in the proposed period. (Elaborate here on the aesthetic potentials.) The project is divided into three segments, with 1/3 research, 1/3 exploration, and 1/3 production of actual works.

### **Hours Required:**

- 1 unit = 48 hours per semester ( 3 hours per week X 16 weeks)
- 2 units = 96 hours per semester ( 6 hours per week X 16 weeks)
- 3 units = 144 hours per semester ( 9 hours per week X 16 weeks)
- 4 units = 192 hours per semester (12 hours per week X 16 weeks)
- 5 units = 240 hours per semester (15 hours per week X 16 weeks)
- 6 units = 288 hours per semester (18 hours per week X 16 weeks)

### **Evaluative Process and Grading Procedure (to be provided by a faculty member):**

- 1) Meeting times: A minimum of 4 meetings scheduled at 4 week intervals during the semester. The final critique and/or evaluation of the proposed project may take place during the last meeting of the semester. Specify these dates. Meetings must be verified by faculty signature in order for the student to receive credit.
- 2) **Grading Criteria:** These must include aesthetic, technical and conceptual or intellectual considerations as applicable to the proposed project. Establish specifics of these criteria.
- 3) Successful completion of the projects as defined on this proposal form.
- 4) As per university regulations, students will be graded "NC" (Non-Credit) or "SP" (Satisfactory Progress).