

Department of Art and Design / Foundation Portfolio Review
General Information

Attention All Students Enrolled in Core Foundation Courses

It is the responsibility of each student enrolled in Core Foundation Courses
to be aware of the information contained in this document.

If you have questions, please ask your current instructional faculty or staff, your advisor, or
contact the Department of Art & Design at 262-472-1324 or via email at art@uww.edu.

The Department of Art and Design has implemented the Foundation Portfolio Review to help students who are not meeting the expectations or rigors of the degree track early on. The Foundation Portfolio Review will help the student who is earning lower than a 3.3 grade point average, in Core Foundation Courses, clarify their goals and assess their skills.

The Foundation Portfolio Review provides motivation to do well in Core Foundation Courses from the onset. It also encourages students to engage in their coursework more rigorously after passing the Foundation Portfolio Review, elect to minor in Art and/or to select a new degree path.

The Core Foundation Courses that are included in this review are determined by your declared major and degree track as follows:

If you are a Studio Major seeking a BA, or BFA –Studio, or BSE your three Core Foundation courses include , ARTSTDIO 102 *Two-Dimensional Design*, ARTSTDIO 103 *Three-Dimensional Design*, and ARTSTDIO 201 *Drawing I*.

If you are a Graphic Design Major seeking a BA Graphics or BFA Graphics your three Core Foundation courses include, ARTSTDIO 102 *Two-Dimensional Design*, ARTSTDIO 201 *Drawing I*, and ARTSTDIO 287 *Computer Graphics for the Artist*.

In the event a student would be required to go through the Foundation Portfolio Review,
The Department of Art and Design requires

ALL STUDENTS ENROLLED IN CORE FOUNDATION COURSES
to **SAVE ALL CORE FOUNDATION COURSE WORK.**

This includes all projects, studies, exercises, files, quizzes, exams, journal work, and ideation materials. Work should be respectfully saved until all core foundation courses are complete.

The Department of Art and Design will track all students' progress in the Core Foundation Courses. If the student's cumulative grade point, *in the three Core Foundation Courses*, is below 3.3, they will be sent via e-mail a Notice of Review, requesting that they participate in the Foundation Portfolio Review. Failure to respond to the Notice of Review, by participating in the Foundation Portfolio Review, automatically restricts the student's ability to register for 300 level Art Studio or higher division courses and the student will receive a Degree Track Notice of Probation. They will not be able to progress in the program until the Foundation Portfolio Review is successfully passed.

Students who are participating in the Foundation Portfolio Review may expect the following:

- They will receive a formal Notice of Review via e-mail. It will contain the time, place and expectations for the review, as well as, Foundation Portfolio Review General Information Form, Calendar of Review Process, Student Response Form, and a blank copy of the Foundation Portfolio Evaluation Form.
- The student will present **all of their course work** from **all three of the Core Foundation Courses**, and the **Student Response Form**.
- They will meet with the Review Committee.
- After the Review the student will receive a letter, via e-mail stating they have:

Passed the review. The student has regained the privilege to enroll in 300 level Art Studio or higher division courses and proceed through the program. They should feel encouraged to work hard to meet the rigors of the program. Congratulations will be extended.

Failed the Review. If the student fails the review, they will not be able to register for 300 level Art Studio or higher division courses in the following semester and in a meeting with a Faculty advisor, will be encouraged to consider an Art minor and/or set up an appointment with the Academic Advising & Exploration Center advising@uww.edu to select a new program of study. The student may also elect to file an Appeal which will grant them the opportunity to repeat the Foundation Portfolio Review process one time.

Once the student has been notified of the outcome of the Foundation Portfolio Review, they may come into the Department of Art and Design office to view the Committee's Evaluation Form. The document may not leave the office and the student must sign the form after viewing.

Foundation Portfolio Review Schedule occurs once each semester.

If you have questions about the process of the Foundation Portfolio Review, please ask your current instructional faculty or staff, your advisor, or contact the Department of Art & Design at 262-472-1324 or via email at art@uww.edu. Reach Foundations Chair Professor Max White at: whitem@uww.edu.