

**FA 302 TEACHING ARTISTS: PRACTICUM
MANDATORY MID TERM MEETING
AGENDA**

April 5, 7:00pm-10:00
7:00-8:30 class meeting
8:30-10:00 digital workshop
Summit Building Lab

- A. **CALENDARS.** Review and correct March, April, May calendars
- B. **RESIDENCIES AND SHADOWING.** Surprises and issues.
1. Thank you notes to teachers and MSAB artists from CVA students.
 2. Upcoming observation dates for residencies and shadowing and presentation dates
 3. Teachers and artist evaluations will be copied and put in your boxes.
 4. Return videotapes, receipts and reimbursement forms, lesson evaluations, video evaluation.
- C. **JOURNALS** – good work! Are you reading one another's?
- D. **HOURS LOG.** Double check not only times and dates but math.
- E. **DIGITAL WORKSHOP MONDAY APRIL 19, 7:00pm-9:30pm,** Summit Computer Labs. Bring digital photos of new student work and lesson plans.
- F. **2 DIGITAL GALLERIES DUE APRIL 30** of student artwork from residencies on server as directed by Carol. Make a back up for yourself.
- G. **TEACHING ARTIST PACKET DUE IN EMAIL TUESDAY MAY 4.** Find examples and assignment description on assignment section of the website. Include the following:
1. **Revised Lesson Plans.** Revised copies of 2 lesson plans presented in residencies this semester in BB edit format presented in gallery building workshops
 2. **Residency and Shadowing Summaries** (paragraph) of each residency and shadowing experience from this semester in MS Word
 3. **Teaching Philosophy:** 1-2 paragraphs in MS Word
 4. **Teaching artist resume** in MS Word. The resume is to contain the following:
 - Name, address, phone, email
 - Educational experiences with institution names, dates, and honors
 - Pertinent work, teaching, and volunteer experience with dates, locations, and titles
 - Three references and contact information - ask instructors and artists for permission to use them as a source
 - Exhibition record- include school exhibitions, dates, places
- H. **FINAL CLASS MEETING:** _____ . LMI's house. Brunch. Directions will be emailed to you.

NOTES