

B.F.A. Thesis Committee:

Reach out to your Department Chair to verify any variance in your department's guidelines.

2023 Midyears are scheduled for December 6, 7, & 8.

At the midyear you should have established a BFA Thesis Committee. Consult and inform your Department Chair in establishing this committee.

VA Midyear and BFA Committee Information

BFA Committee Membership

A BFA committee is composed of a minimum of three faculty members and no more than five.

The chair of your department will likely be on your committee but may not be required. BFA candidates should invite additional faculty members from a diverse selection of departments at CIA. Outside experts may also be invited to participate on your BFA Committee with your Department Chair's approval. Committee members should be selected based on their ability to advise you on your BFA project.

BFA Candidate Responsibilities

- Establish BFA committee membership before midyear.
- Communicate BFA committee membership to your department chair.
- Check for specific requirements for your department with your department chair
- Communicate regularly with your BFA committee members, including arranging regular studio visits, providing updated artist's statements, and documentation of new work
- Solicit feedback from BFA committee members throughout the process, especially in the beginning.
- *Communicate the responsibilities of serving on a BFA Committee to your committee members prior to their acceptance.*
- Ensure BFA committee members attend candidate's midyear as permitted by committee members' schedules

BFA Committee Member Responsibilities

- Attend Midyear Presentation, if at all possible.
- Meet regularly over the course of the spring semester with the BFA candidate providing feedback on work and written materials such as statements.
- Consult with the student's department chair and faculty if needed.
- Attend the BFA Thesis Oral Exam. The student and the committee member will need to review the early versions of the BFA presentation schedule to ensure there are no conflicts.
- Read the student's BFA thesis paper draft prior to the BFA Thesis Oral Exam.

Attachments

BFA Committee Form

Attached, page 3, is the BFA Committee Form which is to be signed by Committee members once they have been informed of their responsibilities.

Once you have established your committee scan the document and send a copy to your department chair; and maintain a copy for yourself.

Mid-Year Evaluation Form

Attached, pages 4-6, is a copy of the Midyear Evaluation Form that is given to faculty. This is provided to help you prepare. Following the Midyear, your department chair or faculty will provide you with a summary of the feedback collected.

BFA Review Process

- Documentation: professional documentation of the BFA thesis work
- Exhibition: the BFA Thesis Exhibition
- BFA Thesis Paper and Short Artist's Statement
- BFA Thesis Examination (Oral Defense/Review)

BFA Committee Form

Visual Arts, Department: _____

***Provide copies of this form to your Department Chair, your Thesis Course Faculty, and keep one for yourself.**

I, _____ duly submit the following names as having agreed to serve as members of my BFA Committee. I have informed them of their obligations and the procedures and protocols of the BFA process as outlined by my department, the Visual Arts area, and the school at large.

CM: _____

Signature _____

Email: _____

CM: _____

Signature _____

Email: _____

CM: _____

Signature _____

Email: _____

CM: _____

Signature _____

Email: _____

CM: _____

Signature _____

Email: _____

*** STUDENTS ARE RESPONSIBLE FOR DISCUSSING WITH PROSPECTIVE COMMITTEE MEMBERS THE TIME COMMITMENT INVOLVED IN AGREEING TO SERVE ON A BFA COMMITTEE.**

VA BFA Midyear Evaluation Form 2022/2023

The Midyear review is an important step in preparation for the BFA presentation & exhibition.

For the Midyear, students are expected to:

1. Have identified and confirmed all committee members with the committee members invited to the Midyear Review two weeks in advance.
2. Present a selection of personal work that is indicative of the direction the student plans to take their work for the final BFA exhibition. This work should be of sufficient quality and quantity to inspire confidence that the BFA candidate is prepared to move forward.

* Without adequate work the student will not be allowed to move forward as a candidate for the BFA.

3. Deliver an artist statement addressing the current work and a statement discussing the work as it will proceed and a description of the practical means through which the work will be realized. (What is the project? How will the project be created?)
4. Respond to questions from faculty surrounding the work presented and the proposed direction of the work. These questions will relate to the following areas: the sources of the work; the nature of the subject of the work; the processes and methods through which the work has been/will be brought into being and the appropriateness of those choices to the identified subject; the nature of the work itself (what is it?); the reasonable understanding of the work's reception by a given audience; the context of the work within a contemporary art field. Other questions may be asked in support of these areas.

It is not expected at the midyear that the student will be able to answer all of the questions posed. It is expected however that the student will demonstrate an ability to understand the questions and the knowledge of your area that comes through work and research.

The evaluation of the midyear review is made by the student's Department Chair(s), the department faculty, committee members and the faculty at large.: all faculty and committee members present at the midyear will be given this form to complete for each student presenting.

5. The final decision concerning whether or not a student moves forward in BFA candidacy is the decision of the Department Chair in consultation with Department faculty and Committee members.

Note This form will be revised but review questions will be similar.
BFA Midyear Evaluation Form:

Please turn this form into the presenting student's Department Chair. Its contents are confidential and should only be seen by other faculty and/or the presenting student.

Faculty Name: _____

Presenting Candidate: _____

Presenting Candidate's Department: _____

Are you a Committee Member? Yes No

Were you informed by the student of your responsibilities as a committee member? Yes No

Please rate the following questions on a scale of 1 to 5

1 = weak performance, does not meet expectations

5 = exceptional performance, inspires confidence going forward.

Work:

Is there a sufficient amount of work?

1 2 3 4 5

Are the execution and materials employed appropriate to the work?

1 2 3 4 5

Based on the statement, does the quality of the work meet expectations?

1 2 3 4 5

Project Proposal:

Is the proposal for the work attainable within the scope of the BFA?

1 2 3 4 5

Statement:

Does the statement reflect an accurate understanding of the work?

1 2 3 4 5

Through the statement, does the student demonstrate a reasonable understanding of the reception of the work.

1 2 3 4 5

Presentation:

Does the candidate demonstrate an ability to hear and understand the questions being posed?

1 2 3 4 5

Does the candidate demonstrate an awareness of the context for their work within the contemporary art field?

1 2 3 4 5

Is the candidate's presentation professional and convincing?

1 2 3 4 5

Is the candidate prepared to go forward with the BFA? Mark one.

___ Yes – the student passed the midyear review in all areas – statement, question response, proposal for BFA, and in quality and quantity of work.

___ Yes the work is acceptable and the student can move forward but the student needs to represent.
Briefly explain why:

___ Uncertain. The student needs to represent in order to determine.
The chief concerns are:

___ No – It is clear the student is not prepared to move forward.
The concerns are:

Comments and Suggestions for the Candidate – Please give your primary suggestions: