The Department of Arts Administration, Education and Policy

http://aaep.osu.edu

Arts Management Major

AM Informational Handbook

Revised 5-2022

T A B L E   O F   C O T E N T S

Introduction & Overview

The purpose of the packet is to provide information, major materials, and contact particulars for a BA -Arts Management Major (AM). This packet contains information on requirements, guidelines, and procedures for declaring, matriculation, and completion of the Arts Management major.

The Department of Arts Administration, Education and Policy at The Ohio State University (OSU) focuses on the areas of art education and arts policy research and development for teachers, researchers, and policy-makers. It is ranked number one nationally and internationally at the graduate level for its leadership in art teacher education, graduate programs, and quality of theoretical and research presentations and publications by faculty members, and is accredited by the National Association of Schools of Art and Design (NASAD) and the National Council for the Accreditation of Teacher Education (NCATE).

The Arts Management major is designed for students planning a career in arts and cultural institutions, arts councils and agencies, or in for-profit arts organizations. The program prepares students professionally through several areas of study: cultural policy, or as agents in public or government support systems for the arts; arts administration, or as leaders and managers in nonprofit presenting and performing organizations; and in arts entrepreneurship, or as individual proprietors of for-profit art organizations. The Department of Arts Administration, Education & Policy within the College of the Arts and Sciences, offers the program. **All graduates of the AM program receive a bachelor's degree or BA.**

In addition to General Curriculum Requirements for university graduation, the Arts and Sciences General Education requirements, and Arts Management course requirements for the Bachelor's of Arts (BA) Arts Management major, students must abide by general policy and procedures of the Colleges of Arts & Sciences:

The Department of Arts Administration, Education and Policy and Educator Preparation Unit Mission Statements

The mission of the Department of Arts Administration, Education & Policy is to prepare educators, researchers, administrators, and policy makers for research and practice in art education through its integrated, multifaceted programs and collaborations across the University. Our goal is to prepare students to lead through art education towards a critical and informed citizenry committed to advancing the public interest with regard to opportunity, diversity, effective public policy, social justice, and creativity.

Our programs promote understanding of the arts and other forms of visual culture, policy, and education for all students through a curriculum that is research-based, interdisciplinary, and intent on collaboration with communities within the University, state, nation, and

world. We emphasize understanding of arts and culture, especially visual culture, in a global, culturally diverse, and technological society. This content is explored through the following: pedagogical theory and practices, critical inquiry of historical and contemporary artworks; the analysis of public and educational policy in the arts and cultures; and inquiry in the philosophical, historical, and policy foundations of art education, arts management, and cultural policy administration. Our curriculum includes attention to understanding multimedia technologies in cultural production, critique of policies, teaching, learning, assessment, and awareness of comparative international practice.

The scope of the Department's undergraduate offerings includes general education and courses for elementary classroom teachers. In addition to a Bachelor of Art Education (BAE) degree program that provides undergraduate students with a well-rounded liberal arts education, intensive studies in visual culture, and significant preparatory course work in the theory and practice of art education, the Department also offers a four-year P-12 teacher preparation program with licensure. In addition, the Department offers a BA degree- Arts Management major (AM) and a minor in entrepreneurship and the arts in collaboration with the Fisher Business School.

The Department provides graduate courses for experienced teachers through our Online Masters; a Master's degree in arts policy and administration carried out in collaboration with the John Glenn College of Public Affairs; a set of museum education courses; professional development for in-service teachers and school administrators; and advanced graduate study encompassing a wide array of doctoral research specializations.

The mission of the educator preparation unit* of The Ohio State University is to prepare educators, through the generation and use of research, who are highly qualified for and who are passionate about maximizing student learning across all P-12 school age and demographic groups.

*The programs across the institution (College of The Arts & Sciences, College of Education and Human Ecology; College of Food, Agriculture & Environmental Sciences; College of Social & Behavioral Sciences and College of Social Work) that prepare individuals to work in P-12 settings.

Arts Management Degree Program

The Arts Management major (AM) requires a minimum of 36 credit hours of course work taken through courses offered in the departments of Arts Administration, Education and Policy, Finance, Accounting and the Arts.

Career Prospects in Arts Management:

While the needs of the field and its organizations are specific, the AM major emphasizes the importance of interdisciplinary study blending concepts and skills from multiple arts disciplines, public policy environments, and management operations. As a result, students with an undergraduate focus on arts management will acquire career skills that can be applied in many venues.

Students may seek employment in public or nonprofit arts councils, arts agencies, and advocacy groups at the local, state, regional or national level. Because of the emphasis on public policy, students may transfer their skills to other nonprofit or community service organizations outside of the arts. Those who have an interest in arts education can work with organizations, community-based, and school partnership programs.

Students will acquire skills in marketing, development, and finance as well as organizational leadership. These skills allow students to work in arts and cultural institutions of various sizes and diverse missions. Students may seek the major to complement a performance or production career within their respective arts industry. Because of their management-related skills students are prepared to work collaboratively with other artists in entrepreneurial or for-profit arts organizations.

Through the AM major, students will understand the issues, problems and policy interventions impacting the contemporary arts and cultural industries, develop business and managerial skills for professional decision making in arts and cultural organizations, and practice creative and critical thinking, opportunity recognition and innovation in various arts and cultural environments. Students will understand the professional role and responsibilities of successful creative individuals in contemporary society.

Program Goals and Student Outcomes

Students majoring in Arts Management will think critically and creatively about contemporary issues and trends influencing arts and society, acquire knowledge of creative sector entities and their relationships, integrate theories of organizational purpose/function into planning activities, and practice the innovative decision making needed to serve the public in many professional roles. Beyond the core courses, students will have access to advanced courses in policy and administration. Students are encouraged to elect a visual or performing arts emphasis. In addition to course- related projects, students will have opportunities to integrate theory and practice in field research, internships/mentorships, honors thesis study, and study abroad. These experiences enable students to gain valuable

practical experience, assume leadership roles while a student, and may provide an advantage as the student enters the workforce.

Student learning outcomes (what students will know and be able to do) upon graduation are embedded in the following program objectives:

To understand the principles of entrepreneurship as applied to arts and culture.

- To practice creative and critical thinking;
- To recognize trends and opportunity for arts and cultural in various environments;
- To create social and economic value through innovative art practice;
- To actively engage the public in arts and cultural activity.

To understand the problems, possibilities, and interventions impacting the contemporary arts and cultural environment.

- To map the relationships within the creative sector: the artist, the artistic product/service, the industries, and the infrastructure;
- To appreciate both similarities and differences among different arts fields (e.g., theatre, dance, museums, orchestras, etc.);
- To interpret the role of social/cultural values, beliefs and attitudes related to audience participation, advocacy, and education in contemporary arts and culture participation;
- To understand the legal, economic, technological influences shaping the cultural landscape.

To understand the purpose, function, and professional planning and decision making of arts and cultural organizations.

- To describe the internal structure, cultures and operations of non-profit arts and cultural organizations;
- To examine issues of organizational governance, leadership, and human resources;
- To design, implement, and evaluate innovative audience-focused programming;
- To develop entrepreneurial skills vital in generating and managing revenues and resources.

To understand the professional role and leadership responsibilities of the artist and the cultural worker in society.

- To reflect on the personal, social and cultural value of arts and culture;
- To examine the non-profit, public, commercial, and academic career paths open to artists and those working in cultural fields;
- To develop entrepreneurial skills for the marketplace of ideas, arts products, and cultural services;
- To gain practical experience in arts and cultural venues through individual and group research projects, mentorships, internships and study abroad.

Arts Management Degree Program

Declaring the major:

As this is newer Undergraduate major (2012), students may declare the AM major as long as they have a 2.00 GPA and have completed their Pre-requisite coursework. Once the AM major reaches a point where current AM faculty can no longer support increased numbers and/or internship needs, the Undergraduate Studies Committee may develop an application process which limits the number of AM students. Typically, this would include a GPA benchmark, a Statement of Intent regarding the student's career goals, and a student resume.

The Arts Management major program guidelines:

Credit hours required: A minimum of 36
Transfer credit hours allowed: A maximum of 9

Grades required:

☐ Minimum C- for a course to be counted on the major.
☐ Minimum 2.00 cumulative point hour ratio required for the major.

*The major program form must be filed at least by the time the graduation application is submitted to a college/school counselor.

Recommended Courses:

Students are encouraged to support the major with courses from outside the program. The function of arts programming within cultural institutions is covered by courses within the arts management major, that is, each course attempts to balance and integrate art criticism, production theories, institutional history and understanding of specific cultural contexts into readings and discussion. Nonetheless, the major relies on specific arts disciplines to shape a student's understanding of programming content. For example, beyond a careful and focused selection of General Education Requirements, students may choose interdisciplinary courses that focus on policy environments and internal organizational operations from fields such as humanities, management, social service areas, or education. Likewise, students are encouraged to take courses supporting visual and/or performing arts content and programming from any College of the Arts and Sciences Humanities units or departments: ACCAD, Architecture and City Planning, Art, Art Education, Dance, History of Art, The John Glenn College of Public Affairs, Design, Music, and Theatre.

Arts Management Degree Plan- After Fall 2022

ARTS MANAGEMENT MAJOR-121 CREDITS

GENERAL EDUCATION COURSES

General Education Requirements		
Requirement	**Course Options**	**Hours**
GE Launch Seminar	AcadAff 1201	1
Foundations: Writing and Information Literacy [a]	*Student Choice*	3
Foundations: Mathematical & Quantitative Reasoning/Data Analysis [a]	*Student Choice*	3-5
Foundations: Literary, Visual and Performing Arts [a]	*Student Choice*	3
Foundations: Historical & Cultural Studies [a]	*Student Choice*	3
Foundations: Natural Science [a]	*Student Choice*	4-5
Foundations: Social & Behavioral Sciences [a]	*Student Choice*	3
Foundations: Race, Ethnic and Gender Diversity [a]	*Student Choice*	3
Theme: **Citizenship for a Diverse & Just World** [b]	*Student Choice*	4-6
Theme: **Student Choice** [b]	*Student Choice*	4-6
GE Reflection	AcadAff 4001 or program required capstone (See ARTEDU 5683)	1
	General Education Credit Hours:	**32-39**

REQUIRED NON-MAJOR COURSES

ARTS MANAGEMENT PRE-REQUISITES: Four (4) courses Credit Hours	12

ECON 2001 Principles of Microeconomics
BUSMHR 2500 Entrepreneurship
MATH 1130 Mathematical Analysis for Business
CS&E 1110 Introduction to Computing Technology

BUSINESS CORE COURSES: Three (3) courses   9
Credit Hours

ACCTMIS 2000* Foundations of Accounting (prereqs MATH 1130; ECON 2001 and CS&E 1110 or equivalents)

BUSFIN 3120 Foundations of Finance (prereqs: ACCTMIS 2000, MATH 1130 or equiv; ECON 2001, CS&E 1110 or equivs) **Data Analysis

BUSMHR 3510 New Venture Creation (prereqs: BUSMHR 2500)

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* ACCTMIS 2000 is for non-majors, however many students find it difficult to do well. If you know math is not a strength area, you might consider taking accounting at Columbus State Community College. Be advised that you need both 2000 levels (or two courses at CSCC) for the credits to transfer and count toward fulfilling ACCTMIS 2000 credits at OSU.

MAJOR COURSEWORK

Arts Policy & Management: Two (2) Required courses   6 Credit Hours

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ARTEDU 2100 Introduction to Arts Management

Select one:

ARTEDU 3680 Exploring the Creative Industry: Art Issues in the 21st Century

ARTEDU 3681 Managing Non-profit Arts Organizations: Balancing Continuity & Change

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ADVANCED COURSES: Arts Policy & Management: Five (5) courses (Prereq: ARTEDU 2100; ARTEDU 3680 or 3681)   15 Credit Hours

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Not all courses are offered every year:

ARTEDU 5682 Nonprofit Arts Institutions, Governance and Board Leadership

ARTEDU 5684 Arts Participation, Cultural Literacy, and Audience Development

ARTEDU 5685 Arts & Cultural Organizations: Resource Management & Revenue Streams

ARTEDU 5686 Cultural Program Design, Implementation, and Evaluation**

ARTEDU 5670 Public Policy Issues and the Arts

ARTEDU 5671 Organizational Leadership in Nonprofit Arts

ARTEDU 5672 Managing Cultural Policy Change

ARTEDU 5674 Creative Sector and Creative Cities

ARTEDU 5675 International Cultural Relations

ARTEDU 5676 Arts Advocacy & Interest Groups

ARTEDU 5687 Social World of the Arts

ARTEDU 5688 Marketing, Communications, and Social Media in Nonprofit Institutions ** Digital Technology & Advanced Writing (Computer Lab)

REQUIRED: CAPSTONE (Senior year)   3 Credit hours

ARTEDU 5683 Developing Arts Careers: Positioning Passion

Prepares students as entrepreneurs to enter nonprofit, commercial, public and/or academic careers through independent investigation, dossier development, research proposals, and grant writing.

REQUIRED: APPLIED LEARNING EXPERIENCE   3 Credit Hours

One (1) Course/3 Credit Hours (Option Chosen with Permission of Instructor)

ARTEDU 4998 or 4998H Undergraduate Scholarship: Research and Creative Activity in Art Education [APA Faculty/Undergraduate Research Office]

ARTEDU 4191: Internship or Field Experience***

***Internship Guidelines:** Meet with coordinator of Barnett Internship Program to identify internship offerings, expectations, and guidelines for evaluation of your internship progress.

Embedded Literacies:

Digital Technology & Advanced Writing = ARTEDUC 5688: Marketing, Communications, and Social Media in Nonprofit Institutions
Data Analysis = BUSFIN 3120 Intro to Finance

ELECTIVES

Open Electives		
Credit Hours:		**31-38**

[a] Some coursework required by the major or college may satisfy GE requirements. Please add an asterisk to "student choice" for any GE category where that category can be satisfied by a required course. Please indicate in parentheses following the course listing within College/Degree requirements or Major Coursework what GE category the course satisfies (e.g., "Biology 1113 (Nat Sci)" in the Major Core for programs that require this as a prerequisite to major coursework). There is no limit to the number of courses that may overlap between the GE Foundations and the rest of the academic program

[b] Students complete either a 4-credit course or two 3-credit courses in each of two General Education Theme areas: Citizenship for a Diverse & Just World (required), and the student's choice of available GE Themes. If major-required courses are approved as a GE Theme course, one course in each GE Theme area may double count in the GE and major hours. Theme courses are identified with a ❖ symbol.

General Education	
Required Non-Major Courses	
College/Degree Requirements	
Major	
Open Electives	
Minimum Total Credit Hours	**121**

* These courses are can also fulfill certain GE Requirements above (may be degree requirements, pre- or co-requisites, or major courses).

Policies and General Requirements for Degree

■ A minimum of 121 total credit hours. Remedial coursework (English 1109; EDUTL 1001, 1002, 1003, 1004, 1005, 1006, 1007, 1010; Mathematics 1040, 1050, 1073, 1074, 1075) do not count toward the 121-hour minimum requirement for the BA degree.
■ If a major-required course or major elective is a GE Theme course, two 3-4 cr courses (no more than one per theme area) is permitted to double count in the GE and major hours. GE Theme courses are indicated with a ❖ symbol. There is no limit on overlap between the GE Foundations courses and other coursework.
■ Students are encouraged to participate in education abroad opportunities. Consult with your advisor for how education abroad credit applies to your degree.
■ Courses required in the major (including major-supporting courses and major electives) may **not** be taken pass/non-pass.
■ Coursework taken as open electives may include a maximum of 4 credit hours of physical activity courses (all 1139-1197 courses), and a maximum of 4 credit hours of campus music organizations.
■ A maximum of six hours of individual studies courses (x193) can be applied toward graduation; some majors may have a lower maximum.

Policies and General Requirements for Minors/Minor Equivalent

■ The minor/minor equivalent must contain a minimum of 12 credit hours distinct from the major and/or additional minors (i.e., if a minor requires more than 12 credit hours, a student is permitted to overlap those hours beyond 12 with the major or with another minor).
■ A 2.00 cumulative point-hour ratio is required in the minor/minor equivalent with a minimum C- grade for any course to be listed in the minor or minor equivalent (includes transfer credit).
■ For programs requiring a minor: minors should be declared by the time students complete 60 hours.
■ A student is permitted to count up to 6 credit-hours of transfer and/or EM credit in the minor or minor equivalent.
■ Coursework graded Pass/Non-Pass cannot count in the minor. No more than 3 credit-hours of course work graded S/U may count toward the minor. Maximum of 3 credit-hours of xx93 are allowed to count in the minor.

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Arts Management Degree Plan-Pre-2022

General Education Courses: Students are encouraged to investigate courses that are complementary to the major, and to incorporate course prerequisites when possible in their General Education requirements. Visit artsandsciences.osu.edu for a full listing of GE courses available.

Courses 1 & 2 Writing Levels
Course 3-4 Literature & Arts
Course 5-6 Math/Logic & Data Analysis
Courses 7-8 Biological Science & Physical Science
Course 9 Historical Studies
Course 10 & 11 Social Science A, B
Course 12 Culture & Ideas, Historical Study, Social Science
Courses 13 & 14 Open Option (6 Units)
Course 15 Language Proficiency
Course: "0" Count (3) Social Diversity, Global Studies

Students take the following courses:

Pre-requisites: Four (4) courses/12 Credit Hours

ECON 2001 Principles of Economics
BUSMHR 2500 Entrepreneurship
MATH 1130 College Algebra for Business
CS&E 1111 Introduction to Computor-Assisted Problems

ARTS MANAGEMENT CORE COURSES:

Business: Three (3) courses/9 Credit Hours

ACCTMIS 2000** Foundations of Accounting (prereqs: MATH 1130; ECON 2001 and CS&E 1111 or equivalents)

BUSFIN 3120 Foundations of Finance (prereqs: ACCTMIS 2000, MATH 1130 or equivalent; ECON 2001, CS&E 1111 or equivalents)

BUSMHR 3510 Innovation & Entrepreneurship (prereqs: BUSMHR 2500)

*** ACCTMIS 2000 is for non-majors, however many students find it difficult to do well. If you know math is not a strength area, you might consider taking accounting at Columbus State Community College. Be advised that you need both 2000 levels (or two courses at CSCC) for the credits to transfer and count toward fulfilling ACCTMIS 2000 credits at OSU.*

Arts Policy & Management: Two (2) courses/6 Credit Hours

REQUIRED:
ARTEDU 2100 Introduction to Art Management (Required of newly declared majors as of Spring 2019)

SELECT ONE:
ARTEDU 3680 Exploring the Creative Industry: Arts Issues in the 21st Century
OR
ARTEDU 3681 Managing Non-profit Arts Organizations: Balancing Continuity & Change
OR
ARTEDU 3690 Arts Entrepreneurship

ADVANCED COURSES:

Arts Policy & Management:

Six (6) courses/18 Credit Hours (Prereq: ARTEDU 2100, 3680 or 3681)

ARTEDU 5682 Non-profit Arts Institutions, Governance and Board Leadership
ARTEDU 5684 Arts Participation, Cultural Literacy, and Audience Development
ARTEDU 5685 Arts & Cultural Organizations: Resource Management & Revenue Streams
ARTEDU 5686 Cultural Program Design, Implementation, and Evaluation
ARTEDU 5687 The Arts in the Social World
ARTEDU 5670 Public Policy Issues and the Arts
ARTEDU 5671 Organizational Leadership in Non-profit Arts
ARTEDU 5672 Managing Cultural Policy Change

ARTEDU 5673 Issues across the Arts
ARTEDU 5674 Creative Sector and Creative Cities
ARTEDU 5675 International Cultural Relations
ARTEDU 5676 Arts Advocacy & Interest Groups

REQUIRED: CAPSTONE COURSE (Taken final year of major)
ARTEDU 5683 Developing Arts Careers: Positioning Passion

<u>Applied Learning: Internship or Research:</u>

One (1) Course/3 Credit Hours (Option Chosen with Permission of Director of AM Internships and/or Professor for research option)

ARTEDU 4998 or 4998H Undergraduate Scholarship: Research and Creative Activity in Art Education [APA Faculty/Undergraduate Research Office]

ARTEDU 4191: Field Experience or Internship (see pg.11 for requirements)

Arts Management Course Descriptions:

Prerequisites:

2100   Introduction to Arts Management (3) (Required)

3680   Exploring the Creative Industry: Arts Issues in the 21st Century (3)
<center>OR</center>
3681   Managing Non-profit Arts Organizations: Balancing Stability & Change (3)
<center>OR</center>
3690 Arts Entrepreneurship (3)

Advanced Arts Management Courses: Select courses from the following list:
(all courses offered at OSU main campus, but not every semester). A total of 6 courses, 2 of which are required.

5682   Non-profit Arts Institution Governance and Board Leadership (3)
A critical examination of governance policies and practice in a nonprofit organization, specifically focusing on board and management relations and issues of accountability.

5684   Arts Participation, Cultural Programming, and Audience Development (3)
This course examines current research to understand arts participation, programming strategies and audience development.

5685   Arts/Cultural Organizations: Resource Management & Revenue Streams (3)
An analysis of current issues in resource management and revenue streams available to arts & cultural organizations, and its application to marketing and development practice.

5687 The Arts in the Social World (3)
In this class, students will use a sociological lens to examine how individuals and groups create, produce, distribute, and consume art.

5670 Public Policy Issues and the Arts (3)
This course examines Issues in arts policymaking and develops knowledge of US public policies concerning the arts and culture

5671 Organizational Leadership in the Non-profit Arts (3)
Students will be assisted in enhancing their knowledge and ability to take responsible leadership roles in non-profit arts organizations and as a major constituent of public arts agencies.

5672 Managing Cultural Policy Change (3)
Planning and executing strategic change in public arts agencies. Explores implications of shifting from a supply/demand to a value-based cultural policy paradigm.

5674 The Creative Sector and Creative Cities (3)
This course explores the origins, definitions, ecology, and policy implications of issues concerning the creative industries, cultural workforce, arts infrastructure, and creative cities.

5675 International Cultural Relations & Arts Advocacy
This course examines current issues in international cultural relations and develops knowledge of arts advocacy concerning the arts and culture

Embedded Literacies:

ARTEDU 5688 Marketing, Communications, and Social Media in Nonprofit Institutions **
Digital Technology & Advanced Writing embedded literacies (Computer Lab)

This course explores marketing, communications and social media for nonprofits through building computer and advanced writing skills for work in arts organizations.

REQUIRED UPPER LEVEL:

5683   Developing Arts Careers: Positioning Passion (3)
Prepares students as entrepreneurs to enter nonprofit, commercial, public and/or academic careers through independent investigation, dossier development, research proposals, and grant writing. **Capstone Course** (taken final year).

"Applied" Courses: 3 Credit Hours (Pre-req: Permission of Director of AM Internships)

4189/4191 Undergraduate Field Experience or Internship [APA Faculty/Internship Sites]
Internships must be approved by AM Internship Director Dr. Michelle Attias. Supervisor evaluation form, workshop attendance, and reflective paper and/or evidence of work product is required for the internship to count. 3 credit hours is the equivalent of 20 hours of work. Contact Dr. Michelle Attias at attias.1@osu.edu to enroll in internship credits.

JUNIOR or SENIOR status required. **You may do more than one internship, but only one will count toward the Applied Credits category.**

ARTEDU 4998 or 4998H Undergraduate Scholarship: Research and Creative Activity in Art Education [APA Faculty/Undergraduate Research Office]⌊SEP⌉

4890: Seminar on Special Topics in Art Education:
This course addresses in-depth specific management operations, skills and tools, such as grant writing, program design and event planning.

THE SCHWARTZ SCHOLARSHIP IN ARTS MANAGEMENT

The Barbara Strutin Schwartz and Stanley Schwartz Scholarship Fund for Arts Management was established in 2019, and funds one $5000.00 dollar scholarships intended to recognize merit and academic promise of students in the Arts Management program in the Department of Arts Administration, Education & Policy at The Ohio State University. First preference shall be given to diverse candidates seeking a career in community arts organizations. In addition, applicants must have junior or senior standing, should demonstrate a strong understanding for the role of arts programming and its possible impact on communities. A GPA of 3.0 or higher is expected. The recipients will be chosen by the Undergraduate Studies Committee in consultation with AM faculty. Your award will be applied to your OSU Bursar's account the semester it is awarded. Applicants should be aware that current or future financial aid arrangements may be affected by receipt of this award. AWARDED IN FALL SEMESTER.

Study Abroad Opportunities

The Department of Arts Administration, Education & Policy offers several exciting study abroad programs within the department. These trips take place annually, but cycle through in a series of possible locations depending on the year. Students in the AAEP department can travel with faculty and peers to Ireland, Jamaica, and Toronto to experience how arts education, arts policy, and management are globally enacted. These opportunities have classroom components and coursework that precede travel.

Domestic Study Opportunities

Domestically, students can travel to Washington, DC to participate in the annual Arts Advocacy Day. Students and faculty meet with State and National representatives as advocates for the arts and engage in policy making at the highest levels.

Every three years, students can travel with faculty and fellow peers to the *National Museum of the American Indian* in Washington, DC and have unprecedented access to their museum archives, meet with museum educators, and experience educational policy in action.

Academic Integrity and Misconduct

The values that underpin the concept of academic integrity go beyond simply not cheating or plagiarizing. Embracing these values means that you are responsible for your own learning; you have an obligation to be honest with yourself and others; and you have the responsibility to treat other students and your professors with respect and fairness.

The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's *Code of Student Conduct*, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University's *Code of Student Conduct* may constitute "Academic Misconduct."

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the University, or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination.

Per University Rule 3335-31-02, "Each instructor shall report to the committee on academic misconduct all instances of what he or she believes may be academic misconduct." Cheating on examinations, submitting work of other students as your own, or plagiarism in any form will result in penalties ranging from an "E" on an assignment to expulsion from the University, depending on the seriousness of the offense. For additional information, see the Code of Student Conduct (http://studentaffairs.osu.edu/info_for_students/csc.asp). If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact the instructor.

Ten Suggestions for Preserving Academic Integrity
(from http://oaa.osu.edu/coam/ten-suggestions)

The following suggestions will help you preserve academic integrity by avoiding situations where you might be tempted to cheat or you might be perceived to be cheating.

- **ACKNOWLEDGE THE SOURCES THAT YOU USE WHEN COMPLETING ASSIGNMENTS:** If you use another person's thoughts, ideas, or words in your work, you must acknowledge this fact. This applies regardless of whose thoughts, ideas, or words you use as well as the source of the information. If you do not acknowledge the work of others, you are implying that another person's work is your own, and such actions constitute plagiarism. Plagiarism is the theft of another's intellectual property, and plagiarism is a serious form of academic misconduct. If you are ever in doubt about whether or not you should acknowledge a source, err on the side of caution and acknowledge it.

- **AVOID SUSPICIOUS BEHAVIOR:** Do not put yourself in a position where an instructor might suspect that you are cheating or that you have cheated. Even if you have not cheated, the mere suspicion of dishonesty might undermine an instructor's confidence

in your work. Avoiding some of the most common types of suspicious behavior is simple. Before an examination, check your surroundings carefully and make sure that all of your notes are put away and your books are closed. An errant page of notes on the floor or an open book could be construed as a "cheat sheet." Keep your eyes on your own work. Unconscious habits, such as looking around the room aimlessly or talking with a classmate, could be misinterpreted as cheating.

- **DO NOT FABRICATE INFORMATION:** Never make-up data, literature citations, experimental results, or any other type of information that is used in an academic or scholarly assignment.

- **DO NOT FALSIFY ANY TYPE OF RECORD:** Do not alter, misuse, produce, or reproduce any University form or document or other type of form or document. Do not sign another person's name to any form or record (University or otherwise), and do not sign your name to any form or record that contains inaccurate or fraudulent information. Once an assignment has been graded and returned to you, do not alter it and ask that it be graded again. Many instructors routinely scan assignments and/or tests before returning them to students, thus making it easy to identify an altered document.

- **DO NOT GIVE IN TO PEER PRESSURE:** Friends can be a tremendous help to one another when studying for exams or completing course assignments. However, don't let your friendships with others jeopardize your college career. Before lending or giving any type of information to a friend or acquaintance, consider carefully what you are lending (giving), what your friend might do with it, and what the consequences might be if your friend misuses it. Even something seemingly innocent, such as giving a friend an old term paper or last year's homework assignments, could result in an allegation of academic misconduct if the friend copies your work and turns it in as his/her own.

- **DO NOT SUBMIT THE SAME WORK FOR CREDIT IN TWO COURSES:** Instructors do not give grades in a course, rather students earn their grades. Thus, instructors expect that students will earn their grades by completing all course requirements (assignments) while they are actually enrolled in the course. If a student uses his/her work from one course to satisfy the requirements of a different course, that student is not only violating the spirit of the assignment, but he/she is also putting other students in the course at a disadvantage. Even though it might be your own work, you are not permitted to turn in the same work to meet the requirements of more than one course. You should note that this applies even if you have to take the same course twice, and you are given the same or similar assignments the second time you take the course; all assignments for the second taking of the course must be started from scratch.

- **DO YOUR OWN WORK:** When you turn in an assignment with only your name on it, then the work on that assignment should be yours and yours alone. This means that you should not copy any work done by or work together with another student (or other person). For some assignments, you might be expected to "work in groups" for part of the assignment and then turn in some type of independent report. In such cases, make sure that you know and understand where authorized collaboration (working in a group) ends and collusion (working together in an unauthorized manner) begins.

- **MANAGE YOUR TIME:** Do not put off your assignments until the last minute. If you do, you might put yourself in a position where your only options are to turn in an

incomplete (or no) assignment or to cheat. Should you find yourself in this situation and turn in an incomplete (or no) assignment, you might get a failing grade (or even a zero) on the assignment. However, if you cheat, the consequences could be much worse, such as a disciplinary record, failure of the course, and/or dismissal from the University.

- **PROTECT YOUR WORK AND THE WORK OF OTHERS:** The assignments that you complete as a student are your "intellectual property," and you should protect your intellectual property just as you would any of your other property. Never give another student access to your intellectual property unless you are certain why the student wants it and what he/she will do with it. Similarly, you should protect the work of other students by reporting any suspicious conduct to the course instructor.

- **READ THE COURSE SYLLABUS AND ASK QUESTIONS:** Read the course syllabus for every course you take! Students often do not realize that different courses have different requirements and/or guidelines, and that what is permissible in one course might not be permissible in another. "I didn't read the course syllabus" is never an excuse for academic misconduct. If after reading the course syllabus you have questions about what is or is not permissible, ask questions!

- ## Students with Disabilities

The Office of Student Life Disability Services (SLDS) at OSU offers a wide variety of legally mandated services to students with documented disabilities. After reviewing a student's documentation, a counselor will determine appropriate academic services and accommodations, depending on the student's functional limitations in the academic setting. A counselor at SLDS will train a student in accessing the accommodations for which they are eligible. Students will then be responsible for requesting most accommodations in a timely manner and for following SLDS policies and procedures for accessing accommodations.

The mission of SLDS is to collaborate with and empower students who have disabilities in order to coordinate support services and programs that enable equal access to an education and university life.

There are two legal mandates that protect students with disabilities from discrimination and ensure that they have equal access to all aspects of university life. These laws include Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990.

Section 504 of the Rehabilitation Act states: "No otherwise qualified individual with a disability in the United States…shall, solely by reason of his or her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

Title II of the ADA states: "A public entity shall make reasonable modifications in policies or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the public entity can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity."

(from http://slds.osu.edu/faculty_handbook.asp)

Students with disabilities that have been certified by the Office of Student Life Disability Services will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office of Student Life Disability Services is located in 098 Baker Hall, 113 W. 12th Avenue; telephone 292-3307, TDD 292-0901; slds@osu.edu

Arts Administration, Education & Policy Faculty

Joni Boyd Acuff
Professor and Chair; Ph.D., The Ohio State University. 2011. Specializations: Critical multicultural art education; community-based art education; culturally responsive curriculum and pedagogy; action research.

Tiffany Bourgeois
Assistant Professor: Ph.D., The Ohio State University, 2015. Specializations: Cultural institution engagement during sports mega-events; cultural diplomacy; soft power; fundraising and audience development.

Richard Fletcher
Associate Professor; Ph.D. (Classics), University of Cambridge, 2006. Specializations: Contemporary art; philosophy of art; the artist as teacher; art thinking; global exhibition and biennial culture; classical reception studies.

Clayton Funk
Associate Professor of Teaching; Ed.D. Teachers College, Columbia University, 1990. Specializations: History of art education; cultural, social, and technological histories; relationships between curricula and dynamic web development; epistemology.

Dana Carlisle Kletchka
Assistant Professor; PhD., Pennsylvania State University, 2010. Specializations: Post-critical art museum education theory; professional development for Pre-K-12 teachers in art museums; museology; contemporary art.

Shoshanah Goldberg-Miller
Associate Professor; Ph.D., The New School, 2012. Specializations: Cultural policy; arts and culture in economic development; arts entrepreneurship; nonprofit management; institutional advancement.

Ketal Patel
Assistant Professor of Teaching and Director of Field Experiences, Ph.D., The Ohio State University, 2021. Specializations: Equity in public education; teacher education and professional development; artist educator practice; participatory action research; art education and
culture work.

Jack Richardson
Associate Professor, Ph.D., Newark Campus; Pennsylvania State University, 2002. Specializations: Theories of space in visual culture and art education; philosophy in art education; contemporary art; art-based teaching as inquiry.

Arts Administration, Education & Policy Faculty

JT Richardson
Associate Professor, Graduate Studies Chair, Director MA Online, Ph.D., Pennsylvania State University, 2003. Specializations: Postmodern and poststructuralist theories of pedagogy, language, and subjectivity in education; disability studies; gender and girls studies; independent media.

James Sanders
Associate Professor; Ph.D., University of North Carolina at Greensboro, 1999. Specializations: American craft, community-based arts education; charter schools; non-profit arts administration; critical cultural pedagogy and curriculum; sexuality studies.

Shari Savage
Associate Professor and Undergraduate Education, Teaching & Assessment Chair; Ph.D., The Ohio State University, 2009. Specializations: Arts-based research methods; narrative inquiry; mentoring; pre-service teacher training; critical pedagogy and curriculum; media studies; and the study of popular visual culture.

Rachel Skaggs
Assistant Professor, Lawrence and Isabel Barnett Endowed Professor: Ph.D., Vanderbilt University, 2018. Specializations: Creative industries; entrepreneurship; cultural sociology; sociology of organizations, occupations, and work; social networks; mixed methods.

Program Contact Information

Arts Advisors are academic counselors associated with the College of the Arts & Sciences in Denney Hall. They are full-time professionals and advise undergraduate students on the General Education curriculum, special academic and career opportunities, graduation requirements, Arts policies and procedures, and make referrals to other professionals on campus. They are typically available by appointment only.

To make an appointment with an **Arts Advisor** phone, email, or make an appointment in person at

College of the Arts & Sciences Advising and
Academic Services Office
100 Denney Hall
614.292.6961 FAX 614.247.8877
Email Ed Quinn at quinn.142@osu.edu

The **Chair of the Undergraduate Studies Committee** is the AM major advisor. This advisor is a full-time faculty member in The Department of Arts Administration, Education & Policy who does advising in addition to full-time teaching and research. This advisor is the person to contact about issues related specifically to the content of the AM.

To make an appointment with the **Chair of the Undergraduate Studies Committee, Dr. Shari L. Savage,** please phone, email, or write:

The Ohio State University
1813 High Street-Sullivant Hall
Columbus, OH 43210
614.292.0282
email Dr. Savage at savage.12@osu.edu

By appointment only

General Contact Information

General Resources
Admissions Office   **292-3980**
Art Department   **292-5072**
Art Education Dept.   **292-7183**
Design Department   **292-6746**
Fees and Deposits   **292-3337**
Financial Aid   **292-0300**
Registrar's Office   **292-8500**
Student Advocacy   **292-1111**

Student Health
Appointments   **292-4321**
Student Pharmacy   **292-0125**
Student Wellness Center   **292-4527**

Counseling Services
Career Connections   **688-3898**
Counseling/Consultation   **292-5766**
Planned Parenthood   **222-3604**
Rape Education   **292-0479**

Housing
ResLife (On Campus)   **292-3267**
Off Campus & Commuter   **292-0100**
Legal Services   **292-0100**

Safety Resources
Community Crime Patrol   **299-2279**
OSU Police   **292-2121**
Student Escort Service   **292-3322**
Emergency   **911**

Learning Resources
Fine Arts Library   **299-6184**
Math Counseling   **292-6994**
Music/Dance Library   **292-2319**
Writing Center   **688-5865**

Other Campus Resources
Ethnic Student Services   **688-4988**
GLBTSS (Fusion)   **292-6200**
Honors & Scholars   **292-3135**
International Education   **292-6101**
Disability Services   **292-3307**