FSU BFA HANDBOOK

2025-2026

Table of Contents

BFA Mission	4
Program Overview	4
Program Requirements	4
Coursework	5
Specific Coursework for the BFA	5
BFA COHORT MODEL	5
ART 3212C - BFA Fundamentals	5
ART 4801 - BFA All-Media Critique (AMC)	6
Take this twice	6
ART 4970 BFA Thesis Project and Exhibition	7
Academic Performance and Retention	<i>7</i>
Reviews and Studio Visits	<i>7</i>
Studio Visits	7
Mandatory Walkthroughs	8
Mandatory Reviews	
AMC – 1: Advancement Reviews	8
AMC-2: BFA Studio Critique	9
Major Professor	9
Advancement Review Outcomes	9
Successful Advancement Review	9
Unsatisfactory Advancement Reviews and Re-reviews	10
AMC -2	10
Thesis Exhibition Class	10
BFA Facilities and Resources	10
Carnaghi Arts Building (2214 Bellevue Way)	11
Phyllis Straus Gallery	11
BFA Carnaghi Arts Studio Regulations	11
Building Access and Security	11
Doors	
Public Safety	12

Transportation	12
Building Regulations	
Restrictions	12
General Space Rules	12
Individual Studio Rules	13
Waste Disposal	13
Labs	14
MFA/BFA Computer Lab	14
Lightbox	14
Sound Recording and Video Editing Suite	14
Textiles Lab	14
BFA Install Room	14
Health and Safety	
Studio Move Out	
Contacts	
Studio Art Faculty	
Contract	

BFA Mission

The Bachelor of Fine Arts (BFA) in Studio Art at Florida State University is a 120-credit-hour limited-access program that offers students an intensive studio art environment, theoretical knowledge, and professional skills. The unique program offers specialized coursework that focuses on professional practice for a career in the arts. The program culminates in a capstone thesis exhibition. The BFA shares FSU's mission as a research university, cultivating excellence through creative scholarship and innovation in the arts.

Program Overview

The Bachelor of Fine Arts (BFA) in Studio Art seeks to develop in students an informed personal vision, a high level of competence in technique, the ability to apply critical and reflective skills to their practice and research, and the ability to make sound artistic decisions within the appropriate contextual and cultural arena. Students are allocated a personal studio to develop their art practice. By the end of the program, students will demonstrate their technical, conceptual, and creative skills to produce and exhibit innovative and effective bodies of artwork in their media focus areas. This is an excellent choice for students who want to have a career as an artist.

This 120-credit-hour limited-access program offers students an intensive studio art environment, theoretical knowledge, and professional practices. The BFA degree in studio art requires that at least 65 percent, or two-thirds, of the total course credit for the degree, be taken in the creation and study of art and design and supported by general research in the liberal arts. The BFA degree also requires the completion of two focus areas.

Our unique program offers specialized coursework, access to art studios at The Carnaghi Arts Building (CAB), opportunities for a gallery exhibition in the Phyllis Straus Gallery, faculty review of artworks, and access to the Lightbox (a photographic lighting studio). BFA students complete a capstone thesis exhibition at one of Florida State University's galleries.

Program Requirements

To receive a BFA in Studio Art, students must complete 120 credit hours.

The 120 credit hours will be divided between:

- 16 credit hours in Foundations
- **36** credit hours in liberal studies
- 51 credit hours of studio art courses, including completing two focus areas.
- 12 credit hours of art history
- 5 credit hours (at least) in electives

Students admitted to the BFA program are exempt from the FSU foreign language requirement. Department of Art Academic Advisors can provide additional guidance with entrance and degree requirements.

Coursework

Specific Coursework for the BFA

BFA COHORT MODEL

After completing 60 hours of coursework, BFA students begin their BFA-specific coursework, which is completed over 2 years. These are generally years 3 and 4 of a student's degree program.

	Fall	Spring
Year 1	BFA FUNDAMENTALS	BFA ALL MEDIA CRITIQUE - 1 (Advancement Review and Liberal Studies Writing Requirement)
Year 2	BFA ALL MEDIA CRITIQUE - 2 (AMC Taken for the second time as a Critique class to prepare for Thesis Project and Exhibition)	THESIS PROJECT AND EXHIBITION

^{*}Once students are admitted to the BFA Fundamentals Course, they will progress through the series of BFA courses in successive semesters. Students will need to follow the outlined schedule. Any break in the schedule will result in delayed graduation or the student's withdrawal from the BFA program.

ART 3212C - BFA Fundamentals

offered Fall Semester only

(One credit, not repeatable, pass/fail course).

This course introduces students to the BFA coursework and studio practice, including the BFA Program, its procedures, and the requirements outlined in the BFA manual. The course focuses on critiques, working towards the BFA Fundamentals Exhibition, and developing a creative

research practice and documentation. Students develop habits to work towards becoming art professionals with a studio practice and generate art based on research. Additionally, this class will introduce students to BFA and art department resources and provide the required technical and safety training.

This class should be taken after completion of foundations coursework. It is a pre-requisite for All Media Critique, and students must pass it to continue in the BFA program.

Students must earn at least a C in this course to continue in the BFA program.

ART 4801 - BFA All-Media Critique (AMC)

Take this twice

Fall Semester- Research Proposal and Advancement – AMC 1 Spring Semester – Critique - AMC 2

3 Credits

Prerequisite: BFA Foundations

Spring Semester – AMC 1

This course is structured to analyze each student's artistic progress through critiques of their visual and written work. In support of the student's studio practice, writing assignments develop their descriptive, conceptual, and critical analysis of art. This class helps BFA art students prepare for all aspects of their Advancement Review in preparation for the BFA Thesis course.

Prerequisites: ART 1000, ART 1201C, ART 1203, ART 1300C, ART 1602C, and ART 2204C. Students must be admitted to the BFA program and have passed their Fundamentals coursework.

This class is structured to prepare BFA students for Advancement and allow them to further develop their studio and research practice. Students will develop writing about their work, and the instructor will facilitate discussions of assigned readings. This class fulfills the upper-division writing requirement.

Students must earn at least a C in this course to continue in the BFA program.

Fall Semester – AMC 2

This course is a critique-based course that enables students to further develop their studio practice by expanding on their research from AMC 1. The class will consist of a series of lectures, individual critiques, group critiques, and studio sessions. All students will participate in a group critique of their work. After successfully completing the critique and the course, they will take the Thesis Project and Exhibition Class.

All Media Critique 1 and 2 is a prerequisite for the Thesis Project and Exhibition Class.

Students must earn at least a C in this course to continue in the BFA program.

ART 4970 BFA Thesis Project and Exhibition

Prerequisites:

Successful Advancement Review during AMC

offered Spring Semester

This is the capstone course for all BFA students in the Department of Art. Students develop and execute a capstone thesis project that will be displayed publicly in one of FSU's gallery spaces. They prepare exhibition materials, including promotional materials, labels, and signage for the exhibition. Additionally, they organize and present artist talks about their work.

Students must earn at least a C in this course to continue in the BFA program.

Academic Performance and Retention

The Department of Art reserves the right to discontinue enrollment of art major students at any time if satisfactory academic progress is not being made. Students who have accumulated three unsatisfactory grades (U, F, D–, D, D+) in art courses taken for college credit at Florida State University or elsewhere will not be permitted to continue, be readmitted, or graduate with a major in studio art. Courses that receive a grade below the minimum may only be repeated once. Repeated courses designated as non-repeatable (such as foundation courses) will not be counted toward overall credit hours per University requirements. BFA students must maintain a minimum cumulative GPA of 2.5. If a BFA student falls below these standards, they are placed on departmental probation for the following semester. If the student's course grade or GPA remains below the minimum requirements at the end of the probationary semester, they will not be permitted to continue in the Department of Art.

If a student violates the College of Fine Arts professional conduct policy, they will be placed on a remediation plan, which can result in discontinuation of the major. See the <u>College of Fine Arts Student Handbook</u> for specific details of the policy.

Reviews and Studio Visits

Studio Visits

Studio Visits are the first opportunity in the semester for BFA students and studio faculty members to meet and establish an informal working dialogue. These are particularly

important for faculty and students who may not know each other or those who have yet to have the opportunity to discuss new work, ideas, or plans with each other. These visits are an informal dialogue about ideas, sketchbooks, proposals, works in progress, materials, methods, influences, etc. This opportunity can be invaluable in realizing the full potential of the department's resources and identifying a major professor. Each student is encouraged to seek out faculty members they may not know personally or have not seen lately to engage them in discussions about their work. Faculty members may be contacted via email and generally welcome appointments with students.

Students in AMC 1 are required to conduct studio visits to select a Major Professor who will guide them and provide feedback during the development of their Thesis project.

Mandatory Walkthroughs

Mandatory Walkthroughs are held Fall semester at the CAB for all BFA students who have studios in CAB. Students are required to be working in their studios during the walkthrough.

Professors will walk around and provide feedback to students during this time. Students should be prepared to present recent work, ideas, and writings; these interactions serve as studio visits, allowing students to connect with the Faculty. Walkthroughs are not graded, but participation is required.

Mandatory Reviews

All students who are not advancing or in their Thesis semester are required to participate in mandatory reviews. A rotating faculty committee will evaluate your work and offer feedback. Be prepared to speak and answer questions about your work, and provide lists of artists you are researching, as well as your artist statement. Students should be prepared to present classwork, work completed outside of class, experiments, and work in progress. The use of students' studios will also be evaluated during the review. Failure to attend Mandatory Reviews and communicate with the Director can trigger a remediation process, which can result in discontinuation in the BFA program.

AMC - 1: Advancement Reviews

In AMC-1, students prepare a research paper in preparation for their thesis exhibition. They will present research ideas to a committee of professors consisting of their Major Professor and rotating faculty. This is a required element of the BFA program and is necessary for graduation from the BFA Program. Students must pass their review to be eligible to advance to AMC2 and the Spring thesis exhibit. The purpose of the Advancement Review is for the student is organize their thoughts and goals towards the thesis exhibition. The student should use the Review to demonstrate to the faculty that they have conducted the necessary research and developed the skills to fulfill their thesis exhibition requirements. Students should be prepared to present ideas, research,

processes, experiments, and related artworks that demonstrate to the committee that the student is capable of creating a thesis artwork that meets the program's expectations in terms of concept development and craftsmanship. Installation/Gallery sketches, as well as draft artist statements, regarding the thesis project, are expected.

The professor who teaches All Media Critique is there to assist students in preparing their advancement materials and should be used as a resource alongside a student's Major Professor.

AMC-2: BFA Studio Critique

Students in AMC-2 will participate in a Studio Critique of their work. Each student will present their work to the other students in AMC-2, as well as to invited BFA students, AMC-2 faculty, and visiting artists.

Successful completion of this critique is required for completion of AMC-2 and advancement to the Thesis and Exhibition Class.

Major Professor

A BFA student's Major Professor should be a full-time faculty member and the head of a BFA student's thesis project. A Major Professor must be chosen during a student's advancement semester and AMC-1. The Major Professor will be chosen in consultation with the BFA student, the professor teaching AMC, and the BFA Director.

Students who are advancing should have a major professor by the fourth week of the semester following a studio visit by that professor. Before the Advancement Review, your major professor and the BFA All Media Critique course instructor should be consulted regarding the work to be presented. The All Media Critique course is designed to prepare students for this process. The major professor must sign the Advancement Review Form. The review is considered complete only once a major professor has accepted the student and signed the form, indicating that they will work with them through their Thesis Exhibition.

Following an advancement review, the faculty committee will ask the student to step out, and they will discuss and assess the student's progress privately. On the same day, the student's major professor will inform the student about their observations and make a recommendation for Advancement or Re-review.

Advancement Review Outcomes

Successful Advancement Review

When Advancement is successful, the candidate is expected to begin developing work for their BFA Thesis Project in AMC-2. The selected major professor will supervise this

work as needed, in addition to the faculty member teaching the Thesis Project and Exhibition class. The student candidate is responsible for meeting all required deadlines for graduation and the exhibition. Failure to meet requirements and deadlines could result in a postponed graduation date.

Unsatisfactory Advancement Reviews and Re-reviews

An unsatisfactory Advancement Review indicates that the student failed to demonstrate the quality of independent studio research and productivity necessary for a successful Thesis exhibition. Students who receive an unsatisfactory Advancement Review must pass a Re-review before advancing to Thesis and Graduation. If a student receives an unsatisfactory Advancement Review, it is the student's responsibility to adequately prepare for the re-review with their committee. A single re-review date will be scheduled early in the next term during AMC -2. Students who do not pass their advancement re-review cannot participate in the thesis exhibition. De-installation follows the end of the Advancement Reviews. Please de-install on time to avoid a grade reduction in the BFA All-Media Critique course.

AMC -2

The All-Media-Critique class is taken for a second time without the writing requirements. If the student has passed the advancement, the class is a studio critique course. If the student has failed to advance during AMC-1, they can undergo a re-review during this course.

Students must pass advancement to register for the thesis class.

Thesis Exhibition Class

After successfully passing the Advancement Review (AMC-1) and BFA Studio Critique (AMC-2), a student is eligible to participate in the thesis exhibition. Mandatory meetings, deadlines, and rules for graduating BFA students are handled within the BFA Thesis Project and Exhibition class. The BFA Director will coordinate with the BFA Thesis Project and Exhibition instructors on exhibitions and the promotion of graduation exhibitions. In addition to the Thesis Exhibition, students in their last semester of the BFA program must prepare an artist statement about their graduation work and submit it to the BFA Director prior to their graduation exhibition. This is done in conjunction with the "Thesis Project and Exhibition" course and in consultation with the Major Professor.

BFA Facilities and Resources

Carnaghi Arts Building (2214 Bellevue Way)

The Carnaghi Arts Building (CAB) is an offsite FSU building that houses studios for the BFA, MFA, and professors. In addition, CAB has offices, classrooms, and workspaces for Interior design and Theatre. As a BFA student, you will be eligible for a studio at this building. The BFA studios comprise three pods divided into 41 total studio spaces. There is an install space and communal spaces that can be used. The BFA/MFA computer lab has Mac computers, a printer, and some other devices, such as a light table and a Wacom tablet. This building is also the location of the Phyllis Straus Gallery, the BFA run gallery. Mandatory reviews, advancement, and Critique classes are all held at this location.

Phyllis Straus Gallery

The Phyllis Straus Gallery is a BFA run art gallery with rotating Co-Directors. The art gallery is a site for installation for the BFA and hosting student-curated shows of BFA, BA, and community artwork. Co-directors work together to promote, curate, handle art, and manage the gallery. The Phyllis Straus Gallery hosts BFA academic events such as reviews. The responsibility of the Co-Directors is to maintain the space and support the BFA program by assisting students with installation and teaching professional skills. To become a Co-Director, you must work with and shadow a current Phyllis Straus Gallery Co-Director for at least one semester. During one's thesis semester, you are HIGHLY ENCOURAGED to step down from a Co-Director position to focus on your work.

BFA Carnaghi Arts Studio Regulations

BFA studios are in the Carnaghi Arts Building (CAB) at 2214 Belle Vue Way, Tallahassee, FL. A nurturing community is vital to one's experience in the BFA program. Much of what you will learn will be from one another. It is essential to respect the spaces and needs of others. In this spirit, please adhere to the following essential guidelines to maintain a positive and creative work environment.

Studio space is a privilege, not a right. Any bodily harm, property damage, or general endangerment of others is considered a serious offense. Minor rule infractions will lead to warnings. The Department Chair and the BFA Director will review reports of repeated violations, which may result in temporary or permanent loss of access.

If a studio violation also violates the FSU Student Code of Conduct, the policies and procedures outlined in the Student Code of Conduct will be followed.

Building Access and Security

Doors

Students must enter and exit through the main entrance. BFA students have swipe access to the Carnaghi Arts Building (CAB). All students must swipe into the building even when entering

with a group. Students should only open the door for people with swipe access. All guests must sign in and out at the main entrance security desk.

All exterior doors have silent alarms that are triggered when they are open for 5 minutes. Interior doors are fire-rated. In a fire, these doors will slow or contain the flames. No doors should ever be propped.

Public Safety

At night, security guards are stationed at the main entrance. Students should leave for the day before the guard leaves (currently between 1 a.m. and 2 a.m., depending on the day). FSU police make regular rounds at the building. If a police officer requests it, be prepared to show your FSU ID.

To summon FSU Police:

- -call 850-644-1234
- -call 911
- -push any of the blue emergency buttons
- -pull any of the blue alarm switches in or outside the building

All students should download the **SeminoleSAFE App**

Transportation

Parking at CAB doesn't require a pass or fee. Parking spaces are restricted during football home games, but students can park along the curb.

Your FSU ID gives you free access to Tallahassee's StarMetro bus service and FSU's Seminole Express. The Seminole Express, blue, "Tomahawk" line services CAB. CAB is also on the Night Nole bus route, from 8 pm to 3 am, Monday through Saturday, during the Fall and Spring semesters. Bus schedules are available through the TransLoc App.

Students can request a free late-night ride from S.A.F.E. Connection by calling 850-644-SAFE

Building Regulations

Restrictions

No smoking or vaping is permitted inside of CAB or any University property. <u>University Smoking Policy</u>

No weapons, alcohol, or drugs are allowed at CAB at any time. <u>University Alcohol Policy</u> No pets or emotional support animals are allowed. <u>University Emotional Support Animal Policy</u> No children are allowed.

General Space Rules

- While working at CAB, students should not wander beyond their given spaces: the MFA PODs, the MFA woodshop, the MFA metal shop, and the MFA ceramics studio. Spaces belonging to Theatre or Interior Design are off-limits to BFA students.
- No student may enter another's studio without express permission.
- Do not move another student's artwork or property without permission.
- Hallways must remain clear. Nothing can be stored in halls.
- Use of CAB common spaces, hallways, building exterior, and atrium requires permission.
- Use of POD common spaces is permitted, but all items, supplies, artwork, and furniture should be returned to your studio when you leave.
- Carts are located at the front of the building to help students transport art, furniture, and supplies. Nothing can be stored on carts. Items should be moved, and the cart must be promptly returned.

Individual Studio Rules

The BFA Director and the Facilities Manager will inspect the CAB studios regularly. Those failing to meet compliance must bring their studios back into compliance or risk losing their studio.

Studios should be well maintained and have sufficient space to move about. Safety regulations require a minimum of 3 feet of egress.

Nothing should be affixed to the tops of studio walls. Nor should there be a ceiling or partial ceiling.

Ceiling tiles must remain in place, and objects must be at least 18" from the ceiling. Small items (under 20 pounds) can be suspended from the tile grid.

Studios are provided for active production of work. Using studios for storage or housing is prohibited.

Extension cords must be unplugged and rolled up when leaving the studio. Surge protectors may remain plugged in.

Students should use headphones when playing audio.

Waste Disposal

Food cannot be stored or prepared in studios due to the risk of pests and rodents. All food should be stored and consumed in the MFA/BFA lounge. Students should write their name and the date on stored food. Cleaning the MFA/BFA lounge (including the fridge and microwave) is a student's responsibility, not a staff member.

The dumpster in the parking lot must not be overfilled. If the lid cannot be closed, FSU Waste Management Services will not pick it up. Contact the facilities manager immediately if you see that the dumpster is near capacity.

Labs

MFA/BFA Computer Lab

The computer lab at CAB is available during studio hours. This computer lab is intended to support student art-making processes. The lab is not intended for outside work or general use computing. Software is limited in this computer lab. It is intended that students will augment their computing needs by using computer labs at FAB or other FSU computer labs. Any documents stored on lab computers are saved at the student's own risk. Please provide your own storage device. The department requires all students to have their own laptops.

Lightbox

This photo studio is for BFA and MFA use and is intended for photographic or video documentation. BFA's who reserve studio time are financially responsible for appropriately using the equipment and facility. Students who misuse the space will automatically lose all future access. On occasion, the staff of Lightbox will hold evening workshops to teach skills such as Artwork Documentation, Strobe Lighting, etc. Equipment checked out for usage MUST STAY in Lightbox unless prior arrangements are made in writing with the approval of the Photography Lab Manager and the Area Head of Photography.

Sound Recording and Video Editing Suite

This facility is available to all BFAs and MFAs. Recording equipment is not stored in the studio and must be checked out. Students are required to use their own external hard drives for data storage while working with this equipment. Any data stored on shared computers will be deleted at the end of each semester.

Textiles Lab

Once complete, the textiles lab will be available to BFA and MFA students. Students should not touch looms containing in-process weavings. This space is a dry space. No wet/liquid media are allowed in the Textiles Lab at any time. Students are responsible for providing their own thread and bobbins for sewing machines.

BFA Install Room

The BFA Installation Room may be checked out for up to 2 weeks. Students must plan to use this space as the check-out calendar fills up quickly. Students may use the space however they like during their scheduled use; however, the space must be returned or restored to its original state.

Health and Safety

Work that compromises the safety of others or the integrity of others' work is not allowed within CAB. This includes spray painting, sanding, mixing cement, and other activities that should take place outside the building. No toxic materials can be used in studio spaces or labs.

The BFA studios do not allow any power tools beyond small hand-held equipment. Larger wood and metal work is to be done in the Fine Arts Building shops and not at CAB.

No solvents, chemicals, or powders (such as plaster, stucco, or paint solvents) are to be put in the sinks or toilets, wet or dry!

Students found responsible for damages caused by improper disposal will be required to pay for repairs.

Flammable materials must be stored in yellow flammable cabinets located in each POD.

If in doubt about disposal, contact the Facilities Manager or Safety Officer.

Studio Move Out

Graduating students must remove their belongings and restore their studio to pristine condition. This includes removing nails from walls, filling and repairing holes, painting the walls white, and painting the floor gray. A signed Studio Clearance Form is a graduation requirement. Students who don't get clearance will have an academic hold placed on their accounts.

Contacts

Denise Bookwalter BFA Director dbookwalter@fsu.edu

BFA Coordinator/Facilities Manager

Jabari TownsendLightBox Managerj.townsend@fsu.eduNick ParparianCFA Facilities Liaisonnparparian@fsu.edu

Studio Art Faculty

GRACE ALI	Assistant Professor	gali@fsu.edu
CARRIE ANN BAADE	Professor	cjonesbaade@fsu.edu
JEFF BEEKMAN	Associate Professor	jbeekman@fsu.edu
DENISE BOOKWALTER	Professor	dbookwalter@fsu.edu
MONA BOZORGI	Assistant Professor	mb22bu@fsu.edu
JANA CARIDDI	Visiting Asst. Professor	jmc24h@fsu.edu
KEVIN CURRY	Assistant Professor	kcurry@fsu.edu
BRIAN DICK	Visiting Teaching Faculty	bd24j@fsu.edu
LIZ DI DONNA	Teaching Faculty II	edidonna@fsu.edu

ROB DUARTE Associate Professor rduarte@fsu.edu MARTY FIELDING Assistant Professor mfielding@fsu.edu LILIAN GARCIA-ROIG Professor Igarciaroig@fsu.edu HOLLY HANESSIAN Professor hhanessian@fsu.edu JAMIE HO Assistant Professor jh24bl@fsu.edu KATIE KEHOE Assistant Professor mkk22f@fsu.edu DANIEL LUEDTKE Assistant Professor dluedtke@fsu.edu MEREDITH LYNN Assistant Professor mllynn@fsu.edu JIHA MOON Assistant Professor jmw23m@fsu.edu KEITH ROBERSON Associate Professor kroberson@fsu.edu JEAN SHON Assistant Professor jys24@fsu.edu **CLINT SLEEPER** Associate Professor csleeper@fsu.edu **ALLISON SPENCE** Assistant Professor aespence@fsu.edu ANNE STAGG Associate Professor astagg@fsu.edu

Contract

By signing this contract, the student acknowledges that they have received and read this information and agree to comply with the rules and guidelines outlined herein. The student acknowledges that failure to abide by the BFA Carnaghi Arts Studio Regulations will result in disciplinary action.

Student Name	
Studio #	
Email	
Phone # (for studio emergencies)	
Signatura	