

NORMAL PROGRESS “BENCHMARKS”

Master of Fine Arts Candidates:

Year One (or within 24 credit hours)—

The department of Art and Design requires that MFA students seeking research or teaching assistantships to have completed all the following indicators of “normal progress.” During the first year of the post-professional MFA in interior design this focuses on organization of the scholarly effort:

1. Selection of major professor and a Program of Study (POS) Committee
 - Major Professor: member the interior design faculty
 - 2nd Member: member the interior design faculty
 - 3rd Member: from outside the interior design faculty
 - Additional Members (Optional): may include individuals who are not members of the ISU graduate faculty
2. Development of a Program of Study (POS): developed with the advise and consent of the POS Committee, this is a listing of all courses required for completion of the selected graduate degree.
3. Completion of all deficiencies, if any, and receipt of “full” admission status-- requires a formal request from the major professor.
4. Completion of at least 9 credit hours per semester to be considered a “full-time” student.
5. An ISU grade point average of at least 3.0 since beginning graduate study at ISU is required for “normal progress.”

Year Two (or within 48 credit hours)—

The second year of the MFA focuses on refinement of the student’s work of scholarly creativity:

1. Refinement of a thesis or creative focus with the assistance and approval of the major professor and the POS Committee.
2. Periodic meetings with the POS Committee for progress reports and recommendations for continued progress.
3. Preparation of a formal thesis or creative prospectus.
4. Completion of a review of literature related to the candidate’s creative scholarship.
5. Completion of at least 9 credit hours per semester to be considered a “full-time” student.
6. An ISU grade point average of at least 3.0 since beginning graduate study at ISU is required for “normal progress.”

Failure to meet requirements for normal progress during the second year may result in loss of assistantship or—in extreme cases—dismissal from the academic program.

Year Three—

The final semester(s) focus(s) on completion of the student’s work of scholarly creativity:

1. Detailed completion of the thesis or creative focus with the assistance and approval of the major professor and the POS Committee.
2. Provision of a final copy of the work of creative scholarship at least two weeks prior to the final oral examination.
3. Final MFA Exhibition for students completing the thesis-exhibition option.
4. Successful completion of final oral examination.

Master of Arts (Post-Professional) Candidates:

Semester One (or within 12 credit hours)—

During the first semester of the post-professional MA in interior design the focus is on organization of the scholarly effort:

1. Selection of major professor and a Program of Study (POS) Committee
 - Major Professor: member the interior design faculty
 - 2nd Member: member the interior design faculty
 - 3rd Member: from outside the interior design faculty
 - Additional Members (Optional): may include individuals who are not members of the ISU graduate faculty
2. Completion of all deficiencies, if any, and receipt of “full” admission status-- requires a formal request from the major professor.
3. Completion of at least 9 credit hours per semester to be considered a “full-time” student.
4. An ISU grade point average of at least 3.0 since beginning graduate study at ISU is required for “normal progress.”

Semester Two (or within 24 credit hours)—

The second year of the MFA focuses on refinement of the student’s work of scholarly creativity:

1. Development of a Program of Study (POS): developed with the advise and consent of the POS Committee, this is a listing of all courses required for completion of the selected graduate degree.
2. Refinement of a thesis or creative focus with the assistance and approval of the major professor and the POS Committee.
3. Periodic meetings with the POS Committee for progress reports and recommendations for continued progress.
4. Preparation of a formal thesis or creative prospectus.
5. Completion of at least 9 credit hours per semester to be considered a “full-time” student.
6. An ISU grade point average of at least 3.0 since beginning graduate study at ISU is required for “normal progress.”

Failure to meet requirements for normal progress during the second year may result in loss of assistantship or—in extreme cases—dismissal from the academic program.

Final Semesters—

The final semester(s) focus(s) on completion of the student’s work of scholarly creativity:

1. Completion of a review of literature related to the candidate’s creative scholarship.
2. Detailed completion of the thesis or creative focus with the assistance and approval of the major professor and the POS Committee.
3. Provision of a final copy of the work of creative scholarship at least two weeks prior to the final oral examination.
4. Successful completion of final oral examination.

INTERIOR DESIGN GRADUATE REVIEW PROCESS

Background:

At the end of every fall and spring semester, all graduate students are to participate in an in progress review of their work. This review corresponds with the Department of Art and Design Graduate Exhibit and is open to the public and academic community. In general, this review has two functions:

1. Exhibit of all work completed by individual graduate students during the course of the semester.
 - a. Studio courses—Student should exhibit all major studio projects, along with an orderly compilation of all process work associated with each and a white 3 x 5 card stating: i) the student's name, ii) project name, iii) one to two sentence problem statement. [NOTE: Studio instructors should include a reminder of the exhibit in the course syllabi and include process work and exhibit-related requirements in project assignment sheets.
 - b. Non-studio courses—For each non-studio course, students should prepare an 11" x 17" typed summary of each major assignment, following the prescribed format (or equivalent), 1 to 3 pages in length. Content is to include: i) name of project, ii) one to two sentence problem statement, iii) the method employed by the student, iv) significant conclusions. Illustrations are encouraged. [NOTE: Instructors of non-studio courses should include in project assignment sheets, requirements that inherently prepare students for exhibit presentation of non-studio work]
2. Progress Review of individual graduate students at the end-point of the semester.
 - a. Semester summary—In preparation for the review, each student should prepare a one-page semester progress summary which includes: i) current area of interest, ii) current "thesis title" that best summarizes their special focus area(s), iii) the status of their special committee, including names of members and summary of the most recent meeting(s), iv) major progress made during the semester (up to three significant developments or discoveries), v) priorities for future work. Students should duplicate a copy of this summary for each member of the ID faculty, plus each non-ID member of their special committee.
 - b. Presentation piece(s)—For the purposes of the progress review, each student should select and formally present one or two projects (studio or non-studio) that exemplify their best work and/or work most closely related to their special focus. Student should plan to provide introductions to their work (not to exceed 10 minutes) then participate in 10-20 minutes of follow-up discussion.

Preparation:

Ordinarily, for purposes of the exhibit, each student is allocated a space in COD room 181. Working together, in cooperation with the ID exhibit coordinator, students shall identify specific space assignments in the gallery. In general, all ID students shall display their work so as to establish a horizontal center line that is 5'-0" above the floor (i.e., materials will be placed evenly above and below an imaginary line 5'-0" above the floor.) Materials are to be mounted securely and neatly. ID graduate students are expected to take steps to ensure that the exhibit projects a positive, informative impression of their work (individually and collectively) and the program.

NOTE: Students are responsible for procurement of all materials and equipment, including computer equipment, necessary for the exhibition of their work.

POST-REVIEW FOLLOW-UP

Evaluation:

At the conclusion of the graduate reviews, students will receive an assessment of their progress, based on the accumulated evaluations of faculty present. This assessment will be based on evaluation of several individual parameters plus an overall assessment. Evaluation will be based on the following:

1. Technical Achievement

- a. Technical Insight-- The candidate's appears to be: a) knowledgeable of evolving ID materials and assemblies, b) explain the mechanics (general operating characteristics) of and mechanisms (specific construction and operating characteristics) of common and uncommon ID-related components.
- b. Craft Refinement-- Candidate exhibits: a) awareness of craft and production issues, b) advanced levels of craft refinement and consistency, c) ability to appropriately tailor design "product" to the unique nature of the problem(s) at hand.

2. Theoretical Achievement

- a. Aesthetic Refinement: The extent to which the candidate is able to: a) explain ID in terms of formal, visual theory, b) apply common principles of visual organization, c) explain ID solutions in terms of rational, purposeful visual considerations and d) cite visual problem solving methods and sources of visual problem-solving insight.
- b. Theoretical Insight: The extent to which the graduate candidate appears to be: a) knowledgeable of theoretical literature related to the field, b) able to make logical and creative application of theoretical literature to the solution of design problems, c) seems to be able to synthesize, explain and defend new theoretical positions relative to ID.
- c. Humanistic Insight: Candidate demonstrates: a) an awareness of fundamental human factors issues and criteria, b) broad-based definition and understanding of human factors as applied to ID, c) is able to explain, expand on and apply human factors issues to a wide range of ID issues, settings and scales.

3. Procedural Achievement

- a. Applied Creativity: Candidate demonstrates an ability to generate unique, innovative and practical responses to ID problems.
- b. Refined Verbal Communication: Candidate is articulate and able to explain complex design issues orally to a variety of audience types.
- c. Refined Visual Communications: Candidate exhibits: a) applied knowledge of basic ID visual communications methods, b) a range of visual communications options, c) an ability to effectively select and apply visual communications methods based on the unique intentions of the problem(s) at hand.
- d. Initiative: Candidate demonstrates: a) an inclination to take responsibility for maximizing the educational potential of formal assignments, b) ability to creatively interpret and elaborate on assignments given, c) set challenging personal goals for professional and scholarly advancement.
- e. Methodological Refinement: Candidate demonstrates: a) knowledge of common methods of enhancing the orderly, creative, scholarly and practical "product" of their efforts, b) broad-based knowledge of methodological options, c) ability to creatively and appropriately apply a wide range of "methodological tools" to the design process.