

# University of Windsor MFA in Visual Arts Handbook

2018-2019

## TABLE OF CONTENTS

Program Curriculum	1
Progression Through the Program	2 - 4
Graduate Faculty	5
Funding Possibilities	6 - 7
Thesis Support Document Guidelines	8
Facilities	9
Studio Policy	9-10
Representation on SoCA Council	10
Student Counselling and Student Health	11
Mini-Guide to Windsor	12 - 13

Graduate Program Chair: Brenda Francis Pelkey, x2845, [bjfp@uwindsor.ca](mailto:bjfp@uwindsor.ca)

Undergraduate/Graduate Secretary: Dana Datta, x2829, [dwiley@uwindsor.ca](mailto:dwiley@uwindsor.ca)

## PROGRAM CURRICULUM

The MFA in Visual Arts program at the University of Windsor is focused on the development of the candidate's studio practice. Candidates normally spend twenty months (five semesters) in full-time study, taking graduate level coursework leading to the thesis exhibition and oral defense at the end of the program. Each candidate is required to complete the following course sequences:

### **MFA Studio** (27-561, 27-562, 27-563, 27-564):

These courses are taken successively in each of the fall and winter semesters of the program. Progress in these independent studio courses is guided by a Principal Advisor (PA) and evaluated by a committee of graduate faculty at the end of each semester. Candidates meet with their PA at least three times each semester and receive a written progress report after each of the scheduled meetings. Candidates are required to submit an agenda to their PA in advance of studio visits by their PA and/or Advisory Committee. It is expected that candidates will also invite additional graduate faculty for studio visits (either independently or with the PA) to seek a wider range of feedback on studio work once the program is significantly underway.

### **Graduate Seminar** (27-596, 27-597, 27-598, 27-599)

Like the studio courses, the graduate seminar courses are taken successively in each of the fall and winter semesters of the program. The seminar courses provide a foundation for MFA candidates to develop critical vocabulary and creative research models in contemporary art production. These seminars also provide a forum for peer critique and critical discussion with candidates, faculty, visiting artists, curators and other arts professionals. These courses are taught by a roster of graduate faculty who each bring their expertise on a range of subjects relevant to contemporary art practice. Over the course of the two-year program, candidates will cover the following subjects: collectives and collaboration; alternative art practices; pedagogy; professional practice; exhibitions and curating. Topics will vary each semester.

### **Theory Courses** (28-660, 28-600)

In the first two semesters of the program, MFA candidates undertake a series of theory courses (28-660 and 28-600). The **Seminar on Contemporary Issues** (28-660) is based on selected readings of contemporary critical theory and serves as an introduction to the philosophical and cultural ideas circulating within the contemporary art world. This first theory course (28-660) is research-intensive and is followed up in the second semester with **Directed Individual Studies** (28-600) which enables candidates to attain proficiency with the demands of graduate-level writing and explore a set of theoretical questions of value to the candidate's evolving studio practice.

### **Solo Thesis Exhibition** (27-797)

The solo thesis exhibition is the culmination of the program. Candidates in the final semester of the program mount an exhibition, prepare a support document, and orally defend their thesis in front of a thesis committee.

### **Additional Courses**

MFA candidates are allowed to take course options in other departments in the University. This is generally discouraged unless it can be shown that the additional coursework will further enhance their studio research and production.

Candidates may wish to transfer equivalent graduate courses from other universities; in such cases, candidates must submit a request (including course descriptions) and receive written approval from their

PA, the Graduate Program Chair, and the Faculty of Graduate Studies. If approved, the Registrar's Office will record the substitution on the candidate's transcript, provided the grade obtained is at least 70%.

**Incomplete Courses**

Professors may choose to designate a grade of INC (incomplete) for coursework that is not finished at the semester's end. Candidates must complete these courses within one year, must not carry more than one incomplete grade at a time, and cannot apply to graduate unless all incomplete coursework is completed.

**PROGRESSION THROUGH THE PROGRAM**

Candidates register for courses through the *myUWindsor* portal available at <https://my.uwindsor.ca/>. At any time, candidates can generate a Degree Audit Report (DARS) to track progress towards degree completion.

	<b>MFA Visual Arts: Program Structure at a glance</b>
<b>Fall Year 1</b>	<b>27-561 Studio Practice 1</b> <b>27-596 Graduate Seminar 1</b>
<b>Winter Year 1</b>	<b>27-562 Studio Practice 2</b> <b>27-597 Graduate Seminar 2</b> <b>28-660 Contemporary Issues</b>
<b>Summer</b>	<b>27-563 Studio Practice 3</b> (Note: Candidates who request and are approved for a "Leave of Absence" in the summer semester should complete their Studio Practice 3 and 4 courses in the Fall Year 2 and Winter Year 2 semesters.)
<b>Fall Year 2</b>	<b>27-564 Studio Practice 4</b> <b>27-598 Graduate Seminar 3</b> <b>28-600 Directed Individual Studies</b>
<b>Winter Year 2</b>	<b>27-599 Graduate Seminar 4</b> <b>27-797 Thesis</b>

### **Semester One (Fall, Year 1)**

**Studio 1 (27-561), December Review**

**Graduate Seminar 1 (27-596)**

In the first semester of the program, candidates are assigned a studio and a Temporary Advisor. Candidate focus is on getting settled in a studio and establishing a studio practice, regular meetings with the PA, and the preparation of new work for the December review. Candidates may also prepare applications for an Ontario Graduate Scholarship (OGS) and/or a fellowship through the Social Sciences and Humanities Research Council of Canada (SSHRCC), or for other funding opportunities such as MITACS (<http://mitacs.ca>). A Grant Writing Workshop will be held in October or early November.

The December review is a formal critique process where candidates are prepared to introduce the main themes that they have been developing over the semester. While it is not necessary that all work be completed, anything shown in the review should demonstrate that the candidate has made every effort to resolve the technical, formal and conceptual issues that are emerging through its production.

One week prior to the December review, candidates in Year 1 must submit a one-page Artist Statement that addresses the main themes of the exhibited work.

All work presented for discussion should be beyond the purely experimental stage, as candidates are asked to locate their work in terms of audience, engagement, and its future development. The body of work should demonstrate commitment to the development of a clear set of ideas. The semester-end review expectations will increase as the program proceeds.

### **Semester Two (Winter, Year 1)**

**Studio 2 (27-562), April Review**

**Graduate Seminar 2 (27-597)**

**Seminar on Contemporary Issues (28-660)**

Candidates continue through the sequence of coursework and studio work under the supervision of the Temporary Advisor, preparing new work for the April review.

One week prior to the April review, candidates in Year 1 must submit a revised Artist Statement that addresses the main themes of the exhibited work.

At the end of this semester, candidates submit to the Graduate Program Chair the names of two or three faculty members that they would like to form their Advisory Committee. The Principal Advisor must be a full-time member of the Graduate Faculty and will be responsible for guiding the candidate through the final thesis exhibition and support document. Sessional and Adjunct Faculty with graduate status may serve as Co-Principal Advisors and Secondary Advisors.

### **Semester Three (Summer, Year 1)**

**Studio 3 (27-563)**

Candidates continue with their independent studio work and begin work on their thesis exhibition. As there is no support for candidates through Graduate Assistantships during the summer semester, candidates in financial difficulty may wish to apply to the Faculty of Graduate Studies for a Leave of Absence. This form is available for download on the Graduate Studies website (<http://www.uwindsor.ca/graduate/>). A \$50 fee must accompany the form. Candidates who take a leave of absence will not have access to their studios,

faculty, facilities, or libraries during the leave. ***(If candidates are approved for a Leave of Absence, they continue with Studio 3 (27-563) and Studio 4 (27-564) in the Fall Year 2 and Winter Year 2 terms).***

### **Semester Four (Fall, Year 2)**

**Studio 4 (27-564), December Review**

**Graduate Seminar 3 (27-598)**

**Directed Individual Studies (28-600)**

This semester is intensely focused on preparing work for the thesis exhibition; the thesis work will be exhibited in part or in-progress at the December review. Throughout the semester, candidates meet with an Advisory Committee consisting of a permanent Principal Advisor and a Secondary Advisor. At this stage, candidates make decisions about what form the show will take and how much time will be needed to complete the work. The quality and quantity of creative work done in this semester will determine the candidate's readiness for a Spring Thesis Exhibition.

**One week before the December review, candidates in Year 2 must submit the following:**

- A Thesis Exhibition Proposal: what will constitute the exhibition, where it will be, and what steps have been taken to secure a space;
- A six-page draft of the thesis support document with an annotated bibliography of major sources. This should be presented in draft form to the Principal Advisor by mid-October so that candidates can receive feedback in time for a submission to the review committee in December;
- A list of three possible external examiners, and three possible internal examiners. The availability of external examiners is key to setting the date of the defense and exhibition, and there are restrictions on funding and academic requirements for the approval of an external examiner.

***It is the Principal Advisor in conjunction with the committee of graduate faculty that determine a candidate's readiness for graduation; if the December review and accompanying documents are not well-prepared, the committee may recommend that the candidate enroll for an additional semester.***

### **Semester Five (Winter, Year 2)**

**Graduate Seminar 4 (27-599)**

**Thesis (27-797)**

By the third week of this semester, candidates meet with their Advisory Committee to discuss feedback on their thesis project proposal and to plan a Spring or Fall Thesis Exhibition. A thesis committee is formed for the evaluation of the thesis project, and consists of:

- The Principal Advisor, with an option to include the Secondary Advisor,
- A Graduate Faculty Member from either inside or outside the School of Creative Arts who has not served on the Advisory Committee,
- An External Member, either a faculty member from another institution or a practicing arts professional,
- A Chair, normally the Graduate Chair, or the Director of the School of Creative Arts.

Candidates must be on track to complete all of the coursework for the degree, and cannot be carrying any incomplete grades on their transcript before setting the defense date. All arrangements (venue, external examiners, support document) must be ready 1-2 months in advance of the thesis exhibition. Thesis exhibitions and defenses normally take place in late April. Candidates may take extra semesters to complete the program, though all degree requirements must be met within three calendar years of the start

of the program. Until the requirements are met, candidates must remain registered and pay tuition for each additional semester.

## **GRADUATE FACULTY**

### **Professor Emeritus**

**Baxter, Iain**; B.Sc., M.Ed. (Idaho), M.F.A. (Washington State), R.C.A. (Distinguished University Professor) – 1988

### **Associate Professors Emeritus**

**Gold/Smith, Susan**; B.A., M.A. (Wayne State) – 1970.

**Mogyorody, Veronika**; B.A. (Windsor), M.A. (Wayne State), B.Arch. (Detroit Mercy), Ph.D. (Rensselaer)-1976.

### **Professors**

**Francis Pelkey, Brenda**; M.F.A. (Saskatchewan) – 2003.

**Lee, Brent**; B.Mus., M.Mus. (McGill), D.M.A. (British Columbia) – 2002.

**Torinus, Sigi**; B.F.A. (Art Institute Braunschweig, Germany), M.F.A. (Hamel, Germany), M.F.A. (San Francisco State) – 2002.

### **Associate Professors**

**Bae, Sung Min**; B.F.A. (Kjung Pook National U.), Dip. Creation of Cinematography (École Supérieure d'Études Cinématographiques, Paris), M.F.A. (Concordia) – 2003.

**Darroch, Michael**; B.A. (McGill), M.A. (Université de Montréal), Ph.D. (McGill University) – 2008.

**Engle, Karen**; B.A. (Queens), M.A., Ph.D. (Alberta) – 2006.

**MacDowall, Cyndra**; B.A.E. (Queen's), M.F.A. (Concordia) – 2002.

**Nelson, Kim**; B.A. (British Columbia), M.F.A. (York) – 2007.

**Rodney, Lee**; B.F.A. (Nova Scotia), M.A. (York) Ph.D. (Goldsmiths College, U.K.) – 2004.

**Waldron, Janice**; B.Mus. (Houston), M.Mus. (Toronto), Ph.D. (Michigan State) – 2006.

**Willet, Jennifer**; B.F.A. (Calgary), M.F.A. (Guelph), Ph.D. (Concordia) – 2008.

### **Assistant Professors**

**Hector, Nicholas** – 2018

**Stasko, Michael** – 2018

**Grossi, Jason** (University of Illinois at Urbana-Champaign (UIUC)) – 2017.

### **Sessional Lecturers**

**Séoane, José**; Graduate Diploma (Instituto Nico Lopez Ciudad Havana), M.F.A. (Academica Nacional de Bellas Artes San Alejandro Ciudad Havana) – 2002.

### **Adjunct Associate Professors**

**Mastin, Catherine** (Director, Art Gallery of Windsor)

**Mitra, Srimoyee** (Director, Stamps Gallery, Stamps School of Art and Design, University of Michigan).

## **FUNDING POSSIBILITIES**

### **Employment**

Full-time graduate candidates should be in a position to devote their full-time and energy to a coherent program of graduate study and research, and should make full-time progress toward completion of the requirements of that program. Even though university-related employment (such as an assistantship for teaching, research or administrative tasks) may provide a significant portion of the financial support that enables a graduate candidate to pursue graduate study, and may provide experience that supplements the formal academic program in developing skills relevant to a future faculty position or other career, too much time spent on employment activities diverts time and energy from the program of study and research, and delays completion.

### **Graduate Assistantships**

Candidates may apply for a Graduate Assistantship (GA). These are semester-long assignments where the GA works closely with a faculty member delivering a course. The duties for each GA assignment are made clear at the beginning of the semester; the candidate establishes a work schedule in consultation with the faculty supervisor. Candidates can work a maximum of 420 hours as a GA over the course of their degree. GA assignments within the School of Creative Arts are normally part-time positions of 105 hours over the course of a semester; thus a graduate candidate would normally have a GA in each of the two fall and two winter semesters of their program. GAs in our MFA programs may sometimes be placed in the Department of Communication, Media, and Film. (Full GAs awarded outside of the School of Creative Arts are usually full-time GAs of 140 hours per semester; the 420-hour maximum is completed over three semesters rather than four.) Becoming a GA automatically makes the candidate a member of the CUPE local for GAs and TAs at the University of Windsor. Candidates should familiarize themselves with the collective agreement available here: <http://4580.cupe.ca>.

### **Research Assistantships**

Faculty members occasionally create research assistantships (RAs) for qualified graduate candidates to assist in the research or production of externally funded work. The availability of RA positions changes each semester depending on the faculty members' research funding and assistantship needs.

### **Ontario Graduate Scholarship & Social Sciences and Humanities Research Council Grants**

These are merit-based fellowships and are largely determined on the basis of a candidate's previous transcripts. Additional factors, including the candidate's publication and/or exhibition record, letters of recommendation, etc., are also considered. These awards are very competitive and are university-wide. To be considered for these awards, candidates must maintain at least an 80% average.

The application deadline for SSHRC awards is December 1, 2018. The Ontario Graduate Scholarship application deadline is normally in early January. Candidates intending to apply for these awards should notify potential referees as early as possible. Detailed information for these awards is available here"

Joseph-Armand Bombardier Canada Graduate Scholarships (SSHRC):  
[http://www.nserc-crsng.gc.ca/candidates-etudiants/pg-cs/cgsm-bescm\\_eng.asp](http://www.nserc-crsng.gc.ca/candidates-etudiants/pg-cs/cgsm-bescm_eng.asp)

Ontario Graduate Scholarships (OGS)

<http://www.uwindsor.ca/graduate/704/ontario-graduate-scholarship-ogs-and-queen-elizabeth-ii-graduate-scholarship-science-and>

## MITACS

MITACS is a national, not-for-profit organisation dedicated to graduate training that builds partnerships between universities and organizations outside of academia. MFA candidates may find the MITACS Accelerate Program most applicable: (<http://www.mitacs.ca/en/programs/accelerate>). The program is open to any graduate candidate at a Canadian Institution and requires a proposal by the graduate candidate, a supervising professor, and a partner organization which must agree to contribute funds to the project, for a minimum four-month internship. Applications can be submitted anytime and take 6-8 weeks to be reviewed. Funding starts at \$15,000. The MITACS Representative for the University of Windsor is Ms. Katie Facecchia ([kfacecchia@mitacs.ca](mailto:kfacecchia@mitacs.ca)).

## Other Internal Awards

*Dr. Lois K. Smedick Graduate Award:* Awarded annually, to Canadian citizens or Permanent Residents, on the basis of financial need and scholastic ability. Value: \$500 to \$1000 per award.

*Canadian Federation of University Women (Windsor Club) Award:* Awarded annually to a female graduate candidate whose research area concerns issues related to women. Available to a Canadian citizen or a Permanent Resident of Canada on the basis of academic merit and financial need. Value: \$2,500.

*Charles Clark Graduate Award:* For graduate candidates in any program. Must be Canadian citizen or Permanent Resident with an average of at least 10.5, and show financial need. Value \$1,000 per award.

*Dr. Ross H. Paul Scholarships:* Awarded to a graduate candidate with a minimum average of 11.0 in any discipline. Must be Canadian citizen or Permanent Resident, and show financial need. Value: \$1,000 per award.

*The A. R. and E.G. Ferriss Awards:* Awarded to a graduate candidate with a minimum average of 11.0 in any discipline. Must be Canadian citizen or Permanent Resident, and show financial need. Value: \$1,000 per award.

There is a small printmaking award that may be available to a highly qualified graduate candidate specializing in printmaking.

Depending on departmental resources, there may be small amounts of money available to graduating (second year) candidates to put toward the costs of producing work for the thesis exhibition. The amount will vary from year to year and candidates must submit a detailed proposal.

For detailed descriptions and application procedures:

<http://www.uwindsor.ca/graduate/1768/additional-internal-graduate-scholarships>

## Funds for presentation of work at a conference or public gallery

Candidates are eligible for funds (up to \$500 within Canada, \$750 outside Canada) to assist with travel costs associated with presenting their work in a public venue. Details and procedures relating to this fund are available on the Faculty of Graduate Studies website:

<http://www.uwindsor.ca/graduate/739/graduate-candidate-conference-travel-support-fund>

## **THESIS SUPPORT DOCUMENT GUIDELINES**

The thesis support document is a critical part of the final thesis exhibition. Although candidates are evaluated primarily on the quality of their artwork, the support document offers an introduction to their artistic practice and a contextualization of their work. In many cases, the support document is the first encounter that an external examiner has with the candidate's work and it often sets the tone for the oral examination. The support document should be an engaging, well-structured text and include clearly labeled images of the candidate's work as well as the work of other artists referenced in the text of the document. Candidates may review the support documents of previous graduates. These documents are in the process of being transferred to the University of Windsor Archives, but may be reviewed upon request.

The support document must meet the following **minimum requirements**:

- Approximately 20 pages of text (approximately 5000 words), well-written in the candidate's own voice
- Proper citations of any quotes or references. It is up to the candidate to choose which style guide to follow, but references must be consistently cited. The Chicago Manual of Style and MLA formats are commonly used; examples can be found on the Leddy Library website.

Candidates may hire an editor to review the final draft of the support documents for grammatical, spelling, and typographical errors. It is not the responsibility of the Principal Advisor to edit the candidate's support document.

The final thesis support document must be in the hands of the examining committee (including the external) a full THREE WEEKS prior to the oral examination date to give the examiners the necessary time to prepare.

## **PLAGIARISM**

[http://www.uwindsor.ca/secretariat/sites/uwindsor.ca.secretariat/files/graduate\\_studies\\_policy\\_on\\_plagiarism.pdf](http://www.uwindsor.ca/secretariat/sites/uwindsor.ca.secretariat/files/graduate_studies_policy_on_plagiarism.pdf)

Plagiarism is defined as: "The act of appropriating the literary composition of another, or parts of passages of his or her writing, or the ideas or language of the same, and passing them off as the products of one's own mind." (Black's Law Dictionary). It is expected that all candidates will be evaluated and graded on their individual merit and all work submitted for evaluation should clearly indicate that it is the candidate's own contribution. Candidates often need to use the ideas of others as expressed in written or published work in preparing essays, papers, reports, theses and publications. It is imperative that both the data and ideas obtained from any and all published or unpublished material be properly acknowledged and their sources disclosed. Failure to follow this practice constitutes plagiarism and is considered to be a serious offense. Thus, anyone who knowingly or recklessly uses the work of another person and creates an impression that it is his or her own, is guilty of plagiarism. Plagiarism also includes submitting one's own essay, paper, or thesis on more than one occasion. Accordingly, it is expected that a thesis, essay, paper or report has not been and is not concurrently being submitted for credit for any other course at this or any other University. In exceptional circumstances and with the prior agreement of the instructor, a candidate may use research completed for one course as part of his or her written work for a second course. A confirmed incident of plagiarism will result in a sanction ranging from a verbal warning, to a loss of credit in the course, to expulsion. Candidates that are in any way uncertain of how to cite sources should consult their professors, Principal Advisor and/or Graduate Chair.

## FACILITIES

### Areas & Technicians:

Candidates are free to make work in any studio area, provided they consult the appropriate faculty and technicians to review equipment usage and safety guidelines. The School of Creative Arts currently has five Technicians to assist with equipment and spaces:

- Lucy Howe: full-time, Make Lab, x2840, [lucy@uwindsor.ca](mailto:lucy@uwindsor.ca)
- Chris Blais: full-time, Digital Equipment, x2832, [cblais@uwindsor.ca](mailto:cblais@uwindsor.ca)
- Victor Romao: full-time, Building and Gallery Coordinator / Stockroom, x2830, [romao1@uwindsor.ca](mailto:romao1@uwindsor.ca)
- Trevor Pittman: full-time, Concert Producer / Operations Manager, x2799, [tpittman@uwindsor.ca](mailto:tpittman@uwindsor.ca)
- Nadja Pelkey: part-time, Photography, x2841, [npelkey@uwindsor.ca](mailto:npelkey@uwindsor.ca)

### Equipment:

To borrow portable equipment (cameras, lights, audio recording equipment, projectors, etc.) please consult Chris Blais for details.

**SoCA Gallery:** The SoCA Gallery opens for bookings in September each year. Candidates may consult the Gallery Coordinator to book exhibition time. The gallery is mostly free during the summer if candidates wish to experiment with the installation/documentation of their work.

**MFA Gallery:** The MFA Gallery is located on the ground floor of the Armouries. The MFA Gallery is for the use of MFA candidates in both programs for exhibitions, group critiques, semester-end reviews, open houses, etc. Candidates are encouraged to collectively select an MFA Gallery Coordinator for a given academic year.

**MFA Lab:** The MFA Lab houses a range of computers, a lounge space, a fridge, and mailboxes for the use of MFA candidates only. The Lab is accessed by swipe card. There is a printer in the Lab for the use of MFA candidates. However, MFA candidates should not print research articles and other documents that can be easily obtained as PDFs or viewed online. The School cannot replace printer ink cartridges due to excessive use.

**Leddy Library:** the Leddy library has a good print collection of contemporary art books and catalogues; candidates can also request books from other libraries to be sent here. Leddy also has an excellent online collection of art magazines (through electronic resources).

### Keys and Building Access:

Keys / Access – consult Trevor Pittman for studio and building key / swipe access.

**Help Desk / IT Services:** To activate a University of Windsor ID (for online access) contact IT services: <http://www.uwindsor.ca/its/uwinid/>. For assistance with IT-related issues, go to: [www.uwindsor.ca/its](http://www.uwindsor.ca/its).

## STUDIO POLICY

Studio Assignments: The School of Creative Arts assigns studios to MFA Visual Arts candidates enrolled full-time (including summers) and in good standing. Candidates enrolled full-time in the MFA Film and Media Arts program can also request the use of studios. Depending on availability and need, candidates in this program may be asked to share studio spaces. First year studio assignments are made throughout the month of August. Please consult the Graduate Secretary for details. Studios are assigned by the Graduate

Chair in consultation with the Director of the School of Creative Arts. Candidates may not switch studios with each other without approval of the Graduate Chair. Full-time candidates who are assigned studios have access to their studios during the summer semester. (Please note that some SoCA facilities are not available during the summer semester.) SoCA may reassign studios that go unused. Keys for assigned studios must be obtained through the University's Key Control service: <http://keycontrol.uwindsor.ca>

Studio Use & Maintenance: You must maintain your studio in a clean and orderly condition. Although your studio space is yours to work in, it is considered the property of the School of Creative Arts and the University of Windsor. No structural alterations or additions to the studio are allowed unless approved by the Graduate Chair and the candidate's PA(s). Ceilings and floors must generally not be altered. All wood surfaces must be preserved in a "like-new" condition. Candidates must not alter, paint, or modify wood surfaces, including the doors. Walls may be altered by drawing, painting or attaching items. Damage to the walls outside of normal wear and tear is your responsibility to repair, including patching and painting if necessary. All studio surfaces and furniture must be returned to the original condition of clean, white walls and clean furniture by outgoing MFA candidates when they leave, at their own expense.

Health & Safety: Studios are provided for candidates' use and for educational purposes only; they are for the production of artwork or research. Candidates must abide by all health and safety standards established by the School of Creative Arts and the University of Windsor. Studios are otherwise subject to all other university regulations (for example, smoking is not allowed in any campus building; alcoholic beverages are not allowed in any studio facility). No non-water-soluble oil paints, sprays, or toxic chemicals may be used in studios; please consult general building Health & Safety policies and see the appropriate area technician to discuss options for any toxic materials. Candidates may lose studio privileges if they violate University regulations on University property. Although candidates spend a great deal of time in their studios and are encouraged to personalize these spaces, they cannot use studios for living quarters, sleeping, or storage of personal items, or for any purpose other than artistic production or research associated with their graduate program.

MFA candidates assigned a Graduate Teaching Assistantship (GAship) should not use their studios to hold office hours. Office hours should be held in one of the many public meetings rooms in the School's buildings.

To borrow portable equipment (cameras, lights, audio recording equipment, projectors, etc.) candidates make a \$50 refundable deposit. This deposit is refunded at the end of the candidate's program. Candidates may be required to replace University property that is lost, stolen, or damaged while signed out. The University of Windsor and School of Creative Arts cannot accept any responsibility for candidates' personal property left in their studios.

Graduating candidates must vacate their studios and remove all personal belongings within three weeks of their thesis defense.

## **REPRESENTATION ON SoCA COUNCIL**

Each academic year, one Representative from each MFA program is elected to act as a Representative on the School of Creative Arts Council. Council meetings take place once per month on Friday mornings. Graduate Candidate Representatives have an opportunity to report on any concerns of MFA candidates, and are responsible for sharing important decisions or information from the School Council with all MFA candidates.

## STUDENT COUNSELLING AND STUDENT HEALTH

Like any phase of university study, studies at the MFA level can bring their own combinations of stress, anxieties, and emotional pressures. The University's **Student Counselling Centre** (<http://www1.uwindsor.ca/scc/>) offers a range of services, including mental health resources, which you are entitled to consult. In particular, one of the Centre's Clinical Therapists, Dr. Suzanne Brown, is dedicated to consulting with Graduate Candidates. International candidates may also wish to consult with Mr. Leo Lobbestael, a Clinical Therapist with the International Student Centre.

To make a first appointment, you must go to the Student Counselling Centre in person, located in Room 293 of the CAW Centre (x4616).

You can also make a doctor's appointment with the **Student Health Centre**, also located in the CAW Student Centre (x7002). The Health Centre's website also details other services and local Walk-in Clinics: <http://www1.uwindsor.ca/health/>.

### **Student Counselling Centre**

Room 293, CAW Centre

<http://www1.uwindsor.ca/scc/>

x4616

[scc@uwindsor.ca](mailto:scc@uwindsor.ca)

Monday - Friday - 8:30 am - 4:30 pm.

Closed 12:00 - 1:00 pm.

### **Dr. Suzanne Brown**

Clinical Therapist – Graduate Studies

Room 313, Chrysler Hall Tower, x2126

[suzanne.brown@uwindsor.ca](mailto:suzanne.brown@uwindsor.ca)

Availability: Tuesday, Wednesday

### **Mr. Leo Lobbestael**

Clinical Therapist – International Student Centre

Room 214, Laurier Hall

x3944

Monday, Tuesday, Thursday

### **Student Health Services**

x7002

<http://www1.uwindsor.ca/health/>

8:30 - 4:30 pm

### **Other Health and Counselling Services:**

Good2Talk – 1-866-925-5454

Community Crisis Centre – 519-973-4435

## MINI GUIDE TO WINDSOR

### Essentials:

Map of UWindsor Main Campus:

<http://web2.uwindsor.ca/pac/campusmap/index.php>

Map Print Version:

<http://web2.uwindsor.ca/pac/campusmap/pdfs/11x17ColourMap.pdf>

Note: CAW Centre: Building #34 (to pick up UWin Card: student ID/library card)

Transportation Options to Downtown Campus:

<http://www.uwindsor.ca/campustransformation/328/transportation-options>

The following Google Map charts bus routes and parking options:

<https://www.google.com/maps/d/u/0/viewer?mid=1WmUHVlobID8j7YNRD0i6hyytf7U&ll=42.311372118417005%2C-83.05382695000003&z=15>

### Art Galleries / Museums:

Art Gallery of Windsor (Riverside @ Church)

ArtCite Inc. (University @ Pellisier)

Arts Council of Windsor (Wyandotte Street East, Walkerville)

Common Ground (McKenzie Hall, Sandwich)

SB Contemporary Art (Church @ Erie)

MOCAD (Museum of Contemporary Art, Detroit)

DIA (Detroit Institute of the Arts)

### Film Festivals

Media City: <http://mediacityfilmfestival.com>

Windsor International Film Festival: <http://www.windsorfilmfestival.com>

Ann Arbor Film Festival: <https://www.aafilmfest.org>

### Some Neighbourhood tips and local venues to explore:

#### Downtown

Coffee Exchange (café, free Wi-Fi)

Bread Meats Bread (eatery)

Craftheads (pub)

Pause Café (cash only)

Starbucks (free Wi-Fi)

Snack BBQ (restaurant)

California Sushi (restaurant)

Terra Cotta Pizzeria (restaurant)

Phog Lounge (local live music venue, often loud, art/performance/reading events, occasional cover charge)

Capitol Theatre

Downtown Farmers' Market (Saturdays during the summer)

### Walkerville

Anchor Café (great coffee, free Wi-Fi)

Kildare House (pub restaurant, live music)

Taloola Café (best cafe in town for vegetarian/raw food)

Twisted Apron (restaurant)

Good Neighbour (restaurant, host of monthly food & crafts Night Market in summer & early fall)

Victoria Tavern (pub)

### Ottawa Street/Walker Road

Shway Shway Café (free Wi-Fi)

Ottawa Street Market (Tues-Sun)

City Market (Walker Road, Mon-Sun)

various antique shops

### Erie Street

Café Gennaro (has fantastic gelato)

Motor Burger (restaurant, pub)

Tiki Sushi (restaurant)

### Near Main Campus

Giglio's Market (groceries, fresh to order sandwiches at deli counter)

Sam's Pizzeria (restaurant)

Sweet Chili (restaurant)

Bibim To Go (restaurant)

Hoi Sushi (restaurant)

Pho Xic Lo (restaurant)

### Sandwich Towne

Barrel House (pub, nice patio)

Rock Bottom (pub)

Dominion House (tavern, meeting place)

Weekend Farmers' Market