

## MassArt Thesis Exhibition Guidelines and Expectations

2020 MFA-BLR Thesis Exhibition

### **A note from Dean Bliss:**

Congratulations on your upcoming Thesis Show! The guidelines and expectations outlined in this document are designed to provide you with information about your upcoming thesis show. In addition, they outline MassArt's expectations of you. Please read through carefully and keep the information on hand. The culmination of your degree is a time for celebration; it can also be stressful. Our hope is that having this information well in advance will set the context for a productive, collaborative process and a fabulous thesis exhibition.

As you prepare for the show, we encourage you to remember that this event is a culminating requirement for your degree. It satisfies the NASAD requirement that an MFA candidate "present a final body of work showing professional competence in studio art or design." The specific guidelines for the body of work are determined by the MassArt curriculum, faculty, and program coordinator(s). The thesis exhibit should feature your most technically and conceptually developed work. Though the exhibition marks an important culmination, it should be seen as integral to the teaching and learning process. A final exhibition, performance, or event is an opportunity to experiment with presentation, to rigorously consider venue and audience, and to articulate the formal and conceptual intentions behind your work. The final show is also an opportunity to develop skills that you'll need when working with curators, gallerists, and staff at the varied institutions you'll be navigating post-graduation. Managing the logistics of your thesis show is essential professional practice training. Building relationships, working collaboratively, and communicating with care and intention are essential aspects of your education.

**PLEASE READ FULLY.**

**YOU WILL BE EXPECTED TO COMPLETE AND SIGN THE LAST PAGE OF A FINAL VERSION OF THIS DOCUMENT BY**

**June 26<sup>th</sup>, 2020!!!**

**YOU WILL BE EXPECTED TO PROVIDE A DIGITAL SIGNATURE STATING THAT YOU HAVE READ THIS PRELIMINARY VERSION (link sent via *August to August* blog) BY**

**January 17, 2020**

### **Exhibition Guidelines**

- You must attend all Thesis Exhibition meetings.
- Based on studio visits with the exhibition curator, followed by a discussion with the Grad Office Support Staff and BLR faculty, you will be assigned space to show your work. This decision is based on the overall vision for the exhibition, professional presentation of your work in our galleries, and the professional presentation of the work of your peers.
- You must meet with the exhibition curator and the Grad Office Support Staff during exhibition

layout to finalize placement of your work in the gallery. Final decisions will be made by the curator.

- All art work is to be installed/hung by the artist with the collaborative efforts of the Grad Office Support Staff and exhibition preparators. Projections, TVs, and other technology will require advance planning and testing with Chief Preparator and Grad Support Staff.

### **Gallery Access**

*Participants will be given limited access to the gallery spaces for the duration of the installation and de-installation periods.*

- A list of all graduate students who have submitted contracts will be given to public safety prior to the start of install. This will allow you access to the gallery spaces during non-business hours. You will have access during the run of the exhibition.
- To gain access to the gallery outside of normal office hours (M - F 9:30am - 5:00pm) you will need to call Public Safety (617-879-7810) and give them your name; they will unlock the gallery for you.
- Gallery doors must remain locked during installation. This is for your security and for the security of your artwork (we don't want random strangers passing through during non-public hours).
- You may request 24 hours access during installation if necessary by contacting Kyle Brock ([kyle.brock@massart.edu](mailto:kyle.brock@massart.edu)) and Public Safety ([publicsafety@massart.edu](mailto:publicsafety@massart.edu)). Please Felicia Scott ([fdscott@massart.edu](mailto:fdscott@massart.edu)) in those emails.
- Artwork, packing materials, belongings, etc. cannot be stored in the gallery or related areas after your allotted install/de-install time without prior permission from a staff member.
- Any materials left behind will be disposed of, including packing materials.

### **Installation/Construction**

- Install/de-install is a collaboration between the artists, Grad Office Support Staff, and exhibition preparators/curators. All artists must be involved with the installation and removal of their work.
- Any site-specific installations must be approved by the exhibition curator and the Grad Office Support Staff at least 2 weeks prior to the start of install. **Please provide a list of materials and a drawing for review.**
- If your artwork requires painting directly on gallery walls you must obtain permission. This will involve significant post-exhibition repair, so please schedule your deinstallation time accordingly.
- Windows, window recesses, and the ceiling may not be used for exhibition, unless permission is granted by the Graduate Support Staff.
- No adhesives, tapes, glues, etc. of any kind are to be used on the walls, ceilings, or floors.
- No organic materials are allowed in exhibitions, this includes live animals, insects, grass, soil, food, etc.
- There is no liquid or fire allowed at any time in the gallery, including in the exhibition, with the exception of drinks during the reception.
- Any construction or fabrication needed for exhibition preparation, specific to students' art work, must be made and supplied by student. Access to machinery or facilities to build any such supports cannot be granted during install without prior training.
- You are required to de-install your work and wrap for transport as necessary. **Students must provide their own materials.**

- Students are expected to work with Grad Office Support Staff and exhibition preparators to repair walls once work is removed.
- Participants can only store materials on site during installation/de-installation.

### **Multi-Media Equipment**

- The graduate office does not generally lend tech equipment, but please contact Rebecca Morrison in the Graduate Programs office regarding some limited equipment that has been donated to the grad programs. In the past, artists have purchased or rented equipment, borrowed from AV/Tech Central, or made other arrangements.
- The student is responsible for planning and testing all tech 2 weeks prior to installation. Any installation utilizing tech must be thoroughly planned and approved by the Graduate Support Staff.
- Please be sure your equipment on/off is as simple as possible. An On/Off schedule must be created and executed by the graduate students utilizing technology.

### **Lighting**

- Exhibition preparators and Grad Support Staff, in consultation with BLR faculty and the exhibition curator, will assist with lighting the exhibition by allowing the use of existing lighting, advising on lighting and advising on installing temporary lights provided by the student.

### **Performances**

- All in-gallery performances, events, happenings, etc. must be approved by Grad Office Support Staff at least 2 weeks prior to the exhibition installation.
- General gallery rules apply to live performances (no food, liquids, etc.), please treat the space with respect and be mindful of the other exhibiting artists.

### **Receptions**

- The Graduate Programs office will coordinate a reception on August 7.
- You are allowed to have *one* reception. You may not have private receptions, or serve food or drink during critiques, reviews, performances, gatherings, etc.

### **Documentation and Marketing**

- The Graduate Programs Office will document the thesis exhibition for collateral that will populate the thesis catalog and other Graduate Programs marketing materials. The Grad Office will share our documentation images with all participating students.
- While the Graduate Programs Office documents the exhibition, we strongly encourage all participating students to document their own work for thesis talks and other personal purposes.
- All marketing, signage, and dissemination of the MFA-BLR Thesis Show promotional materials is coordinated by Graduate Programs. The department will contact each artist to gather artworks information and visuals.
- Please make an effort to have professional-level documentation of your work when you arrive for your final summer residency. In some cases, the graduate programs office can assist with this, if we

are contacted prior to the start of the summer residency.

- Artists are free to design, print, and distribute their own postcards provided that the information is reviewed and approved by the Graduate Programs Department.
- All thesis students will work directly with Rebecca Morrison in the Graduate Programs office (ramorrison@massart.edu / 617.879.7181) on marketing and promotional materials, including an exhibition booklet containing a 200-250 word artist statement and 50-word bio.

**PLEASE NOTE:**

Faculty and staff are available to support you in fine tuning your ideas, but you are fully and solely responsible for the construction of your work and for any alterations of the space that are essential to the work. Any alterations of the space need to be approved in advance and it is your responsibility to return the space to its previous condition when the show is de-installed.

The hanging of the exhibition is done in concert with the curator, preparator, and grad staff. Choices will be made to highlight each students' work AND to create a cohesive, effective thesis exhibition as a whole. This means that the amount of space allotted and the placement of works may be adjusted by the curator.

**Contact information**

Lucinda Bliss, Dean of Graduate Programs	(617) 879-7157	<a href="mailto:lbliss@massart.edu">lbliss@massart.edu</a>
Sharon Dunn, MFA-BLR Program Coordinator		<a href="mailto:sdunn@massart.edu">sdunn@massart.edu</a>
Nancy Davies, Thesis Prep and Grad Seminar III		<a href="mailto:ndavies@massart.edu">ndavies@massart.edu</a>
Antonio Puleo, Major Studio III		<a href="mailto:aapuleo@massart.edu">aapuleo@massart.edu</a>
Felicia D Scott, Project Manager & Support Staff	(617) 879-7189	<a href="mailto:fdscott@massart.edu">fdscott@massart.edu</a>
Rebecca Morrison, Marketing & Support Staff	(617) 879-7181	<a href="mailto:ramorrison@massart.edu">ramorrison@massart.edu</a>
Exhibition Curator	<b>TBA</b>	
Exhibition Preparator	<b>TBA</b>	

## Schedule: MFA-BLR Thesis Exhibition

*These dates are subject to minor changes*

### July 20 - July 27

Open hours on weekdays/weekends

Exhibition installation

### July 28

Tuesday, 12pm

Exhibition opens for public viewing

### July 31 – August 2

Friday/Saturday/Sunday

Thesis Reviews / Talks

### August 7 (Tentative) **Possibly 6 or 8?**

Friday, 6pm- 8pm

Reception

### August 12

Wednesday, 6pm

Last day of exhibition

### August 13-14

Thursday/Friday, 9am-9pm

De-install exhibition

## Important Deadlines: MFA-BLR Thesis Exhibition

January 24, 2020

Thesis Space/Planning Questionnaire #1 due

TBD

Thesis Space/Planning Questionnaire #2 due

TBD

Final Thesis Space/Planning Questionnaire #3 due

June 26, 2020

Thesis Meeting #2

July 3, 2020

Marketing Images / Bio / Artist Statement due

Please check the [August to August Thesis Year blog](https://blogs.massart.edu/aapuleo/) (https://blogs.massart.edu/aapuleo/) regularly for updates.

**MassArt 2020 MFA-BLR Thesis Exhibition Agreement**

**MFA THESIS SHOW - ARTIST INFORMATION**

*Please fill out, sign, and return to the Graduate Office*

NAME:

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ADDRESS:

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PHONE:

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EMAIL:

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I have read, understand, and will comply by the above exhibition guidelines. I know the dates I am allowed to work in the gallery spaces, and I will have my work removed and the gallery cleaned, by 6:00pm on the last day of my de-installation period. If my work is not removed by this time it will be moved at the discretion of the Graduate Programs Support Staff.

*Exhibiting at the MassArt Galleries is at your own risk. MassArt is not responsible or liable for any loss or damage.*

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Signature

Date