

Drawers,
I'm excited to have you in the course this semester! Whether you're new to drawing or have prior art experience, you're in the right place. This course is designed for all levels, and I'm here to support and guide you every step of the way.

- Professor Heyward

Fall 2025
Prerequisites: None
Instructor: Professor Heyward
Email: sheyward@unm.edu

Meeting Times/Location
T/Th: 1:30 - 4PM
Rm: 105 Bldg. Business & Technology
UNM-Valencia Campus

Office Hours
- *In-person Office Hours:*

Valencia Campus Rm 104B, Bldg. B&T
Mon-Thurs: 12-1 PM

- *Zoom / Virtual Office Hours:*

Link: https://unm.zoom.us/my/professorheywardzoomroom Password: 643114
Fridays: 1-3 PM

- *By appointment:*

Email sheyward@unm.edu to schedule a meeting outside of the posted hours

Division Contact
FAFDM Chair: Dean of Instruction Dr. Laura Musselwhite lmusselwhite@unm.edu

COURSE DESCRIPTION

Drawing 1 is an introductory course that is designed to introduce the basic principles, materials, and skills of observational drawing. Emphasis is placed on rendering a 3-D subject to a 2D surface with visual accuracy. Other topics include historical and contemporary references as well as an investigation of linear perspective, line, value, shape, space, and composition. Meets New Mexico Gen Ed. Curriculum Area 7: Arts and Design.

Student Learning Outcomes/Course Objectives
Upon completion of the course, students will be able to:
- Produce drawings that demonstrate techniques and mechanics of observational drawing.
- Demonstrate competency in the following practices: measuring and sighting, gesture, contour line, negative space, shape, value, space, volume, plane, and texture.
- Create drawings primarily from observation with black and white traditional drawing media.
- Demonstrate effective verbal or written responses to one's own art and the art of others.

Additional Course Objectives
- Practice professional habits: arrive on time, come prepared, and respect the learning environment.
- Embrace the process of discovery in drawing; mistakes are essential to growth.
- Use sketchbook-sized drawings to explore ideas, reflect, and process observations. Maintain a consistent sketchbook practice for research, daily sketches, material experimentation and exploration.
- Focus on your personal progress—drawing is a skill developed through consistent effort.
- Participate in critiques by offering respectful, constructive, and assignment-relevant feedback.
- Reflect on and challenge your own biases when viewing artwork.
- Support opinions with specific observations—explain what's working or what could improve.
- Accept that not all artwork will succeed; failed drawings often offer the most insight—consider embracing them.
- Build a strong studio work ethic by dedicating time to experimentation and revision.

Credit Hour Statement
This is a three credit-hour course. Class meets for two, two-hour and forty five-minute sessions of direct instruction for sixteen weeks during the semester. Please plan for a *minimum* of six hours of out-of-class work (or homework, study, assignment completion, and class preparation) each week.

SUPPLIES & EQUIPMENT

No student should drop this course based on their access to obtaining course materials. Reach out to me privately if you are unable to gather your course supplies so that I can help find solutions/lend you materials: sheyward@unm.edu

Required Texts
Assigned readings will be available from instructor.

Required Materials
Paper
- Drawing Paper Pad, medium surface, 18" x 24". (Make sure paper is white and not yellow or warm cream colored in tint), for charcoal / graphite
- Blank-Page Sketchbook for Drawing (make sure it is drawing grade paper and white)

Drawing Tools



- Graphite Artist Grade Drawing Pencils / Set (range from 4H - 8B), one of each

Drawing Grade graphite pencils are mixed in with drafting / architecture graphite pencils. These pencils are made of harder lead and will make layering a graphite drawing more difficult. Check the grade of pencils to make sure you are buying drawing quality. I recommend General's/Kimberly brand as shown on the right

- Vine Charcoal - bundle
- Compressed Charcoal Sticks (soft, medium, hard), one of each
- Blending Stump/Tortillons (2 minimum, one small and one large)
- Artist Chamois for blending
- Sandpaper block 1" x 4"
- Pencil sharpener with enclosed case for shavings
- Micron Pen Assorted Nibs Black .01, .03, .05 minimum and .005, .08 desired for those who want a larger range or love fine detail (.005, .003)
- Any additional drawing tools or materials you have around the house or want to explore through your artist sketchbook / drawing exercises such as colored pencils, markers / pens, collage materials, experimental surfaces (like rice paper), etc.

Erasers

- Basic white graphite eraser
- Kneeded Eraser
- Tombow Mono Zero Refillable Eraser (amazing eraser for fine detail - suggested). FINE nib eraser tip is best —>



Other Drawing Supplies

- 24" aluminum/metal ruler (grip on bottom is ideal)
- Grayscale Value Finder (basic paper version/cheap. You can print some from online)
- Drawing Board 23" x 26"
- Portfolio to carry artworks/drawings in. Must be 20" x 26" or larger. You can make your own
- Viewfinder with 3:4 ratio aspect (can be made from cardboard or purchased. Suggested - make your own adjustable viewfinder - many tutorials exist online
- Case to hold drawing supplies

Optional Supplies / Drawers Wish List

- White gel pens for detail with ink drawings
- Mahl Stick for steady hand when working upright
- Leaning Bridge to minimize smudges on paper
- Artist Glove for anti-smearing
- Tombow Mono Sand Eraser for Ink (for mistakes - suggested)

Where to Buy:

UNM-Valencia Campus Bookstore
280 La Entrada Rd.
Los Lunas, NM 87031

Artisan Santa Fe
(in Nob Hill, Albuquerque/UNM Main)
3017 Monte Vista Blvd NE, Albuquerque NM 87106
505 256 4540
Bring syllabus and ID in case they need them for student discounts

Online Retailers
Blick Art Supplies, Jerrysartarama, Utrecht Art Supplies, Amazon

Hobbylobby, Walmart, Michael's, and the likes will have some supplies but not all. Fine Arts supplies more unique to specific mediums like drawing and high quality grade drawing paper used for projects will have to be sourced through UNM Valencia or Artisan Santa Fe.

CLASS REQUIREMENTS

Studio Assignments
Studio Assignments are the art projects you will work on throughout the course. Each module will have a different theme and set of Learning Objectives and consist of Studio Assignments (including a Written Statement), Sketchbook Assignments, Critiques, Work-in-Progress Critique Discussions, and Reading Discussions. Class critiques for each assignment will occur on the date that the assignment is due. Please check the schedule regularly for these dates as they are a required part of your grade for each assignment. Stay tuned for critique format information.

Written Work and Discussions
On the due date for each studio project, a two-page written statement is also due, which should address the outcome of your project, how successful you feel the piece is and what you could have done differently to make it even better. For detailed guidelines on writing a successful statement please refer to the document "Statement Guidelines" found posted in Module 1 on Canvas.

Sketchbook Assignments
A consistent sketchbook practice is essential. Each module's studio assignment is supported by sketchbook work—this may include research notes, idea maps, development sketches, technique exercises, and observation studies. Follow each module's requirements and deadlines; catching up last minute is not possible. Additionally, a Reading Discussion will be due for each module. These will be counted as part of your overall sketchbook grade and must be completed on time. Please refer to the Discussion Board for instructions and refer to the schedule for the due dates.

In-Progress Critiques
In progress critique assignments provide a wonderful opportunity for peer feedback before a studio assignment is due. During these days, you will be asked to showcase the progress of your studio assignment which includes the drawing itself alongside a series of questions you will be asked to prepare based on prompts. In-progress critiques can also include: the sketches/studies for the assignment, material studies or practice, research notes, source materials, etc.

Attendance
Consistent attendance is essential, as lectures and critiques cannot be repeated. You're responsible for catching up on missed content by reviewing posted materials and attending office hours as needed.

You are allowed **three excused absences** per semester—notify me in advance by email or in person. These are not freebies; use them only when necessary. If you must quarantine, contact me to discuss virtual participation options.

More than three absences may result in being dropped from the course, which could impact scholarships. If you anticipate attendance challenges, please reach out early in the semester to discuss possible accommodations.

Arriving unprepared - without required materials on work days will count as an absence.
Arriving late - missing most of a class period / instruction will count as an absence. I encourage all students to attend class despite being tardy on rare occasions though tardies may be counted as absences depending on individual circumstance.

Participation
Active engagement is essential—your voice matters in this classroom community. Participation in critiques and discussions directly impacts your project and overall grade. If public speaking is a challenge documented with accommodations, contact me to explore alternative formats.

On critique days, be present and fully prepared with your work ready to present. Arrive early to assist with setup if possible. Work must be complete before critique begins; pieces still being altered during critique (e.g. erasing, cropping) will be considered late.

I'm committed to creating a respectful, inclusive learning environment—and I ask you to do the same. Our discussions should honor diverse perspectives across age, ability, race, religion, gender identity and expression, and sexual orientation.

Communication & Instructor Response Time
Please email me at sheyward@unm.edu directly rather than on Canvas to ensure your emails are received the fastest. I check my email messages on outlook regularly Monday through Friday from 8 AM - 6 PM. You can typically expect a reply within 24-48 hours M-F though I will do my best to respond as soon as I am able. *Don't hesitate to reach out - I am happy to answer questions about your projects or the course!*

Students must check UNM emails regularly throughout the week in order to keep up with class announcements, instructor emails, etc.

STUDIO REQUIREMENTS

Studio Work Sessions and Preparation
This is a hands-on course, and productive in-class work is expected. Plan ahead to bring necessary tools and materials each day.

Limit phone use—texting and social media should be minimal. Listening to music is fine on work days, as long as it doesn't disrupt your focus or the class. No videos—keep screens down to stay present.

For everyone's safety, wear appropriate clothing: closed-toed shoes, work clothes, and gloves or eye protection as needed. Use caution with tools like blades, hot glue guns, and installation materials. Keep personal items and food out of the way to maintain a clean, safe workspace.

Clean up after yourself. Use the flat file drawer for paper or flat projects and claim a cubby for supplies or mid-size work. Storage of large projects must be limited to keep shared space accessible for all.

Open Studio Hours and Studio Etiquette
Open studio hours (posted on classrooms) are available outside class—use them to work and build community. Most drawing supplies are in Room 105; request permission to use supplies in other rooms. Treat all tools and materials with care, return them after use, and do not take them home. Borrowed books must be returned promptly.
Division Lab Technician and Work Study students can answer questions during open studio but cannot assist with individual projects

Locker/ Cubby Policy
Lockers and Cubbies are available for your material and tool storage. Locker/Cubby use is contingent upon enrollment in a Fine Arts class. Claim a locker/cubby by labeling it with your name, semester, and year. For lockers you must provide your own lock. All lockers/cubbies must be cleaned out at the end of each semester. Failure to do so will mean the lock will be cut and belongings removed. *If you are taking an art class the following semester and need to store materials over break, reach out to the lab tech, Sophia Wasteneys, and she will do our best to make accommodations.*

FAFDM Lab Technician
Sophia Wasteneys. Office: 107C located in classroom 107. Email: swasteneys@unm.edu
Work Study Office: Rm. 103

EVALUATION AND GRADING

Expectations

- Students complete and turn in all assignments promptly.
- Students engage authentically with each project and push yourself to grow creatively.
- Students actively and respectfully participate in class discussions and critiques.
- Students work, draw/practice, and read for this class at least 6-12 hours each week.
- Students maintain a research sketchbook that will be scanned and turned in for regular review.
- Students seek help or assistance when they are in need of support with understanding course materials

Studio Assignment Grading Rubric

All studio assignments will be graded using this rubric:

Execution 30%	Prompt completion of the project based on a firm understanding of the concept, discussions, and materials.
Presentation 25%	Your ideas are presented clearly using technical and conceptual skills outlined.
Participation 20%	Participation in critiques.
Statement 25%	Ability to articulate your process, reflect and make connections in writing. Connections between your work and the assigned readings must be clearly made.

Contact the instructor directly and promptly to discuss a grade given to you on a project.

Final Grade

Studio Assignments (5 @ 10 points each)	50
Sketchbook Assignments (5 @ 5 points each)	25
In Progress Critiques (5 @ 3 points each)	15
Final Portfolio	10
Total:	100

Critique Dates: 9/11, 10/02, 10/23, 11/13, 12/04

Final Portfolios Due: 12/09

Grading and Lateness

- All assignments must be submitted in person on the date they are due at the beginning of class. Please refer to the course schedule for specific due dates.
- Studio Assignments must be ready for critique on critique days at the beginning of class. Come to class early to hang your work, clean up detail, crop, etc. to ensure that your work is on time for critique. No altering of drawings during critique class time will be accepted.
- Assignments will be graded within 7 days of submission. There is a 2-day grace-period on all assignments meaning that as long as they are turned in within two days after the original due date, they will not receive a grade reduction. Assignments turned in within seven days of the original due date but after the 2-day grace period will receive a full letter grade reduction to their assignment grade. No late work will be accepted after 7 days of original due date and will not be graded unless direct communication with instructor is initiated by the student.
- Studio assignments that are not done on the due date will not be evaluated for group critique. This is a bummer to miss so be sure to prioritize turning in the larger studio assignments on time.
- If you are having difficulties keeping up with the course work, please contact your instructor(s) immediately. If you are having difficulties accessing the course materials online due to lack of internet or proper equipment, contact instructor as there are resources available to help. My job as your instructor is support you. Please reach out through email or during Drop-in Hours
- No incomplete work due to a lack of supplies is accepted. If you need supplies, I have some for you. Reach out promptly if you are in need of supplies to complete coursework.

STANDARD UNIVERSITY REQUIREMENTS

Accommodations
UNM is committed to providing equitable access to learning opportunities for students with documented disabilities. As your instructor, it is my objective to facilitate an inclusive classroom setting, in which students have full access and opportunity to participate. To engage in a confidential conversation about the process for requesting reasonable accommodations for this class and/or program, please contact Accessibility Resource Center at arcsrvs@unm.edu or by phone at 505-277-3506.

Citizenship and/or Immigration Status
All students are welcome in this class regardless of citizenship, residency, or immigration status. Your professor will respect your privacy if you choose to disclose your status. As for all students in the class, family emergency-related absences are normally excused with reasonable notice to the professor, as noted in the attendance guidelines above. UNM as an institution has made a core commitment to the success of all our students, including members of our undocumented community. The Administration's welcome is found on our website: http://undocumented.unm.edu/.

Connecting to Campus and Finding Support
UNM has many resources and centers to help you thrive, including opportunities to get involved, mental health resources, academic support such as tutoring, resource centers for people like you, free food at Lobo Food Pantry, and jobs on campus. Your advisor, staff at the resource centers and Dean of Students, and I can help you find the right opportunities for you.

Health and Wellness
If you do need to stay home due to illness or are experiencing a wellness challenge, please take advantage of the resources below. You can communicate with me at sheyward@unm.edu and I can work with you to provide alternatives for course participation and completion. Let me, an advisor, or another UNM staff member know that you need support so that we can connect you to the right resources. UNM is a mask friendly, but not a mask required, community. If you are experiencing COVID-19 symptoms, please do not come to class. You may contact Student Health and Counseling (SHAC) at (505) 277-3136 if you are having active respiratory symptoms (e.g., fever, cough, sore throat, etc.) AND need testing for COVID-19; OR If you recently tested positive and may need oral treatment, call SHAC. LoboRESPECT Advocacy Center (505) 277-2911 can offer help with contacting faculty and managing challenges that impact your UNM experience.

Incompletes or Extensions
Incompletes or Extensions will only be considered under extraordinary circumstances and in accordance with UNM policies. Please see the UNM catalog for policies. It is the student's responsibility to contact me immediately if there are circumstances preventing the student from completing their work.

Land Acknowledgement
Founded in 1889, the University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico Pueblo, Navajo, and Apache since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.

Respectful Conduct Expectations
I am committed to building with you a positive classroom environment in which everyone can learn. I reserve the right to intervene and enforce standards of respectful behavior when classroom conduct is inconsistent with University expectations and/or our classroom community agreement. Interventions and enforcement may include but are not limited to required meetings to discuss classroom expectations, written notification of expectations, and/or removal from a class meeting. Removal from a class meeting will result in an unexcused absence. More than three unexcused absences may result in permanent removal and a drop from the course (see attendance policy). The University of New Mexico ensures freedom of academic inquiry, free expression and open debate, and a respectful campus through adherence to the following policies: D75: Classroom Conduct, Student Code of Conduct, University Policy 2240 – Respectful Campus, University Policy 2210 – Campus Violence.

Responsible Learning and Academic Honesty
Cheating and plagiarism (academic dishonesty) are often driven by lack of time, desperation, or lack of knowledge about how to identify a source. Communicate with me and ask for help, even at the last minute, rather than risking your academic career by committing academic dishonesty. Academic dishonesty involves claiming that work created by another source is your own original work. It is a Student Code of Conduct: https://pathfinder.unm.edu/code-of-conduct.html violation that can lead to a disciplinary procedure. When you use a resource in work submitted for this class, document how you used it and distinguish clearly between your original work and the material taken from the resource.

Title IX
The University of New Mexico and its faculty are committed to supporting students and providing an environment that is free of bias, discrimination, and harassment. The University's programs and activities, including the classroom, should always provide a space of mutual respect, kindness, and support without fear of harassment, violence, or discrimination. Discrimination on the basis of sex includes discrimination on the basis of assigned sex at birth, sex characteristic, pregnancy and pregnancy related conditions, sexual orientation and gender identity. If you have encountered any form of discrimination on the basis of sex, including sexual harassment, sexual assault, stalking, domestic or dating violence, we encourage you to report this to the University. You can access confidential resources available on campus at the LoboRESPECT Advocacy Center: https://loborespect.unm.edu/, the Women's Resource Center: https://women.unm.edu/, and the LGTBQ Resource Center: https://lgbtqrc.unm.edu/. If you speak with an instructor (including a TA or GA) regarding an incident connected to discrimination on the basis of sex, they. Must notify UNM's Title IX Coordinator that you shared an experience relating to Title IX, even if you ask the instructor not to disclose it. The Title IX

Coordinator is available to assist you in understanding your options and in connecting you with all possible resources on and off campus. For more information on the campus policy regarding sexual misconduct and reporting, please see Policy 2740 in the UNM Handbook: https://policy.unm.edu/university-policies/2000/2740.html and UNM's Office of Compliance, Ethics and Equal Opportunity (CEEO) website: https://ceeo.unm.edu/programs/title-ix/reporting-information/index.html Pregnancy and Parenting Support information is available here: https://ceeo.unm.edu/programs/pregnancy-and-parenting-support/index.html

If you are pregnant or experiencing a pregnancy related condition, you may contact UNM's Office of Compliance, Ethics and Equal Opportunity at ceeo@unm.edu. The CEEO staff will provide you with access to available resources and supportive measures and assist you in understanding your rights.