

# VISUAL ARTS PROGRAM NOMINATION FORM

Art Department and Tarble Arts Center

From: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_

To be considered, this nomination must include a brief project description, vita or exhibition history, image CD/DVD or URL, or similar support materials. When contacting potential artists/scholars/lenders about interest and availability, please inform them that this is only an inquiry, pending review and available funding. Please note if any support materials must be returned to the nominated individual by a specific date.

Project Topic/Title: \_\_\_\_\_

Projected Dates or Academic Year/Term: \_\_\_\_\_  
Artist/Scholar/Critic: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Project Description: (attach as needed)

Activity: (check all that apply)

New & Emerging Artist Program?:  Humanities Component?:   
 Public Lecture  Class Program  Public Workshop//Demonstration  
 Exhibition Artist  Exhibition Curator  Exhibition Publication (specify type)

Critiques:  individual  group;  grad  undergrad

Other (describe):

Support Materials Enclosed/Attached: (list and include return dates if applicable)

Cost Estimates: (or attached a more detailed budget addressing the items listed)

\$ \_\_\_\_\_ Honorarium  
\$ \_\_\_\_\_ Travel (specify air, auto, auto rental, etc.)  
\$ \_\_\_\_\_ Supplies (list in description below)  
\$ \_\_\_\_\_ Other (describe) \_\_\_\_\_  
\$ \_\_\_\_\_ TOTAL

Please note any external funding sources identified to help financially support the project being proposed, including the amount of support anticipated.

(See program priorities and timeline on reverse)

## **Review Process**

Project Timeline (for programs to take place during the following academic year)

- Exhibition proposals discussed with Tarble Arts Center director by the end of fall semester (earlier submission and discussion is advised)
- Complete proposals due to Advisory Committee by January 15
- Proposals reviewed and prioritized by February 1
- Budget and scheduling review completed by March 1
- Program schedule finalized by March 15; budgets submitted
- Program set by April 1

NOTE: Exhibition proposals must first be discussed with the Tarble Arts Center Director prior to submitting to the Art Department Advisory Committee for review; please complete the nomination form as much as possible so both you and the director have clear understanding of the exhibition proposal. This preliminary review by the director is to determine if the proposed exhibition can be safely and effectively presented at the Tarble Art Center; exhibition proposals requiring more than the Tarble Art Center can provide will not be reviewed by the Advisory Committee. Proposals that do not involve an exhibition or public presentation at the Tarble Arts Center are not reviewed by the Tarble Director.

Then next, proposals are reviewed and prioritized by the Art Chair, Tarble Director, and Advisory Committee. As needed proposals may also be reviewed by the Tarble Curator of Education and/or Tarble Advisory Board Programs Committee and/or the Center for Translational Humanities (CTH) Director; NOTE: Programs to be co-sponsored with the CTH Center must be discussed with the CTH Director prior to submitting to the Advisory Committee. New and Emerging Artists Series proposals are also reviewed as directed by the CAH Dean.

Please be aware that artist and exhibition proposals are often carried over for one to two years depending upon the logistics and costs involved, and to achieve a balance in programming from one year to the next. Major exhibitions, especially those requiring loans from multiple sources or artists (such as group shows), and/or that include publishing a catalogue, usually take more than one year to plan and schedule.

## **Review Priorities**

Tarble Arts Center:

The goal of the Tarble Arts Center's program is to present as wide a variety of visual arts exhibitions and related programs as is possible, especially over a four-year cycle to parallel the minimum tenure of most students, given the limits of budgets, facilities, equipment, scheduling, and staff. In addition to recurrent exhibitions (Art Faculty, Undergraduate, Graduate) the ideal in offering cooperative programs with the Art Department is to link to or expand upon the department's academic program; to re-enforce what is taking place in the classrooms and studios, or to provide exposure to other media and approaches. Because of its mission all Tarble programs must include at least one component/activity open to the public.

Beyond the obvious standards of artistic quality and intellectual inquiry, priority will be given to: visiting artist/scholar proposals that are tied to an exhibition; artists, and art media, styles, period, or approaches that have not been presented for at least three years previously; artists working in "new media" (tech-based) or new approaches that the Tarble has the logistical ability to present; projects that are cross-disciplinary and foster integrative learning; suitability for the basis of the fall Junior/Senior High Enrichment program (presented with Art Education).