



**Chaminade**  
**University**  
OF HONOLULU

## **Course Syllabus**

[Chaminade University Honolulu](https://www.chaminade.edu/)

3140 Waialae Avenue - Honolulu, HI 96816

### **Course Syllabus**

**Course Number: AR 450**

**Course Title: Intermediate of Ceramics**

**Department Name: Humanities, Arts, and Design**

**College/School/Division Name:**

**Term: spring 2025**

**Course Credits: 3**

**Class Meeting Hours: MWF 8:30am-10:20pm**

**Class Location: Ceramic studio Eiben 101**

**Instructor Name: Jun Funahashi**

**Email: [junko.funahashi@chaminade.edu](mailto:junko.funahashi@chaminade.edu)**

**Phone: 646.645.3374**

**Office Location: Ceramics Studio**

**Office Hours: M W 3-4pm**

**Instructor Website: [www.jfgallery.org](http://www.jfgallery.org)**

**Other Professional Contact Information (IG): [@junfunahash](https://www.instagram.com/junfunahash)**

### **University Course Catalog Description**

This course focuses on exploring contemporary perspectives, tools, and methods in ceramics design. It offers a comprehensive study from functional to non-functional ceramics design, while providing hands-on lab experience. Students will engage in various processes including hand building clay forms, firing techniques, and glazing methods. Through a combination of theoretical and practical instruction, students will develop a deep understanding of ceramics design principles and their applications in artistic expression. The course is offered every semester, providing students with the opportunity to engage in this creative discipline.

## Course Overview

This course focuses on advancing ceramic techniques, with an emphasis on internal supports, surface treatment, and various design methods. Through a combination of lectures, demonstrations, and discussions, students will gain a comprehensive understanding of the design and construction processes involved in ceramics. They will also receive guidance on glazing and finishing techniques to enhance the aesthetic appeal of their ceramic objects. Additionally, the course will cover portfolio preparation for future showcases and exhibitions.

## Course Components

1. **Lectures:** In-depth lectures will explore advanced concepts and theories in contemporary ceramics design. Students will delve into topics such as ceramic art history, contemporary trends, and critical analysis of ceramic works.
2. **Demonstrations:** Advanced hands-on demonstrations will showcase complex techniques and methods used in ceramics construction and surface treatment. Students will learn advanced hand-building techniques, intricate glazing methods, and specialized firing processes.
3. **Discussions:** Engaging group discussions will focus on advanced design and construction processes in ceramics. Students will analyze and discuss complex artistic concepts, explore innovative approaches, and exchange ideas with their peers.
4. **Glazing and Finishing Techniques:** Advanced instruction will be provided on advanced glazing and finishing techniques to achieve sophisticated visual effects. Students will learn about advanced glaze chemistry, layering techniques, and experimental surface treatments.
5. **Presentations:** Students will be expected to present their advanced design ideas and showcase their intricate ceramic objects to the class. These presentations will encourage students to articulate their artistic vision, demonstrate technical expertise, and engage in critical dialogue.
6. **Peer Critiques:** Rigorous peer critiques will facilitate constructive feedback and evaluation of advanced student work. Students will refine their techniques, refine their concepts, and improve their artistic skills through insightful feedback from their peers.
7. **Continuous Learning:** The course will foster a culture of continual learning and growth. Students will be encouraged to explore new directions, experiment with advanced techniques, and push the boundaries of their artistic practice.

By the end of the course, students will have developed a strong foundation in advanced contemporary ceramics design. They will have acquired mastery in advanced hand-building techniques, gained expertise in intricate glazing and finishing methods, and developed a nuanced understanding of the creative process in ceramics. Students will be able to confidently present and discuss their advanced work, contribute to the discourse in the ceramics field, and pursue further artistic development beyond the course.

## Course Objectives

- Develop advanced skills in ceramic design and construction techniques
- Explore various surface treatment methods and decorative effects
- Understand the use of internal supports for creating complex ceramic forms
- Learn advanced glazing and finishing techniques
- Develop a portfolio for showcasing ceramic artwork
- Engage in peer critiques to receive feedback and improve design skills
- Foster creativity, critical thinking, and an appreciation for ceramics as an art form

## Marianist Values

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith
2. Provide an integral, quality education
3. Educate in family spirit
4. Educate for service, justice and peace
5. Educate for adaptation and change

## Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Ōlelo No'eau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua ('Ōlelo No'eau 364) May I live by God
2. Provide an Integral, Quality Education (Na'auao) Lawe i ka ma'alea a kū'ono'ono ('Ōlelo No'eau 1957) Acquire skill and make it deep
3. Educate in Family Spirit ('Ohana) 'Ike aku, 'ike mai, kōkua aku kōkua mai; pela iho la ka nohana 'ohana ('Ōlelo No'eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no'eau ('Ōlelo No'eau 1430) Education is the standing torch of wisdom
5. Educate for Adaptation and Change (Aina) 'A'ohe pau ka 'ike i ka hālau ho'okahi ('Ōlelo No'eau 203) All knowledge is not taught in the same school

## Learning Outcomes

By the end of our course, students will be able to:

1. expand skills to create functional and nonfunctional figures with clay.
2. develop confidence in presenting their works using art terminology.
3. identify relationships in form, space, and color.
4. apply the traditional and modern technique of ceramics construction.
5. experience the process of transformation from clay to ceramics in the art studio environment.

## Course Prerequisites

AR450, the Advanced Ceramics Design course, is specifically designed for beginners in ceramics. No prior experience is required to enroll in this course. Whether you are new to ceramics or have some basic knowledge, this course welcomes students from all backgrounds and skill levels.

If you have any further questions or concerns regarding the prerequisites for the course, I recommend reaching out to the appropriate department or the instructor for clarification. You can also email [junko.funahashi@chaminade.edu](mailto:junko.funahashi@chaminade.edu) to address any specific inquiries or concerns you may have.

## Required Learning Materials

You will need a bag (25 pounds per \$8) of Cone-10 Stoneware clay to start your project. Most students will use about 30 LB of clay during the semester. Bring a sketchbook, pencil, pen, folder, or space in a binder to store printed materials. I suggest using the clay type Soldate 60 for hand-building and Bee Mix 10 for throwing.

Optional:

Work tool kit (about \$9), brush, ruler, towel, work clothes (apron)

[https://www.bookstore.hawaii.edu/manoa/shop\\_product\\_detail.asp?catalog\\_group\\_id=LTO&catalog\\_group\\_name=U2VhcmNoIFJlc3VsdHM&catalog\\_id=0&catalog\\_name=U2VhcmNoIFJlc3VsdHM&pf\\_id=17733&product\\_name=UG90dGVyeSBUb29sIEtpdCAoOCBOaWVjZXMp&type=1&search\\_text=clay&f=](https://www.bookstore.hawaii.edu/manoa/shop_product_detail.asp?catalog_group_id=LTO&catalog_group_name=U2VhcmNoIFJlc3VsdHM&catalog_id=0&catalog_name=U2VhcmNoIFJlc3VsdHM&pf_id=17733&product_name=UG90dGVyeSBUb29sIEtpdCAoOCBOaWVjZXMp&type=1&search_text=clay&f=)

[Links to an external site.](#)

We have some tool kits in class for sale. We offer some tools and aprons for students to work on their projects..

## Technical Assistance for Canvas Users

- Search for help on specific topics or get tips in [Canvas Students](#)
- [Links to an external site.](#)
- [Live chat with Canvas Support for students](#)
- [Links to an external site.](#)
- Canvas Support Hotline for students: +1-833-209-6111
- Watch this [video to get you started](#)
- [Links to an external site.](#)
- [Online tutorials](#)
- [Links to an external site.](#)
- Click on “Students” role to access tutorials
- Contact the Chaminade IT Helpdesk for technical issues: [helpdesk@chaminade.edu](mailto:helpdesk@chaminade.edu) or call (808) 735-4855

## Technical lab experience

All students in the ceramics program are encouraged to learn the lab operating work that goes with completing their work. This experience improves the understanding and appreciation of one's work. Those who participate in the lab operation work (kiln loading, unloading, glaze mixing, lab cleaning, etc.) may receive extra points at the instructor's discretion.

## Class-conduct policy

Respect for others in our lab. Use a headset if you need to listen to music while working on your clay. Friends or visitors are not allowed in the class without the instructor's approval. Only those who registered for the course are good enough to work in our lab. This rule applies outside the class hours as well. Every object needs the instructor's approval, otherwise may not be fired. Your cell phone must be in silence mode during our class period.

## Tutoring and Writing Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua ‘Ike: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check Kōkua ‘Ike’s website (<https://chaminade.edu/advising/kokua-ike/>)

[Links to an external site.](#)

for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click Account – Notifications – TutorMe. For more information, please contact Kōkua ‘Ike at [tutoring@chaminade.edu](mailto:tutoring@chaminade.edu) or 808-739-8305.

## **Assessment**

Provide a listing of assessments and their weighting. In addition to (or even in lieu of) tests, you may wish to consider creating “authentic” assessments, which are aligned to experiences those students will encounter in their careers. You also may wish to include service-learning assignments and connect with the CUH [Service Learning Center](#)

[Links to an external site.](#)

## **Grading Scale**

Letter grades are given in all courses except those conducted on a credit/no credit basis. Grades are calculated from the student’s daily work, class participation, quizzes, tests, term papers, reports, and the final examination. They are interpreted as follows:

A

90-100%: an excellent presentation and portfolio with outstanding work.

- Satisfactory and timely completion of all project assignments.
- Satisfactory attendance (no more than 2 unexcused absences)
- Satisfactory class and critique participation

B

80-89%: a good quality of work throughout the semester.

- Satisfactory and timely completion of all project assignments
- Satisfactory attendance (no more than 3 unexcused absences)
- Satisfactory class and critique participation

C

70-79%: Timely submission for all assignments.

- Satisfactory and timely completion of all project assignments.
- No more than 4 unexcused absences.
- Satisfactory class and critique participation

D

60-69%

- Satisfactory and timely completion of all written assignments.
- No more than 5 unexcused absences.
- Satisfactory class and critique participation

F

Less than 60%

- Failure to submit project assignments.
- Non-compliance with project assignment guidelines
- More than 5 unexcused absences.
- Unsatisfactory class and critique participation

## **Course Policies**

### **Late Work Policy:**

In the AR450 course, the late work policy is as follows:

If students submit their artwork or assignments after the designated deadline, there will be a 10% points reduction from the final grading for each late submission. It is important to note that this policy is subject to the instructor's discretion and may vary based on the specific circumstances or assignments.

### **Incomplete Grades Policy:**

The policy regarding incomplete grades, commonly referred to as "Incomplete" grades, aligns with the university's policies. Incomplete grades are typically granted in exceptional circumstances where a student has been unable to complete the required coursework due to extenuating circumstances beyond their control.

Specifics about the policy on incomplete grades, including the eligibility criteria and the procedures for requesting an incomplete grade, are typically outlined in the course syllabus, or provided by the instructor. It is important to adhere to the university's policies and guidelines regarding incomplete grades, as they ensure fair and consistent evaluation of student performance.

To obtain detailed information on the specific policy on incomplete grades for the AR250 course, it is recommended to consult the course syllabus or reach out to the instructor directly.

## **Writing Policy**

Please use MLA or APA style for writing assignments.

## **Instructor and Student Communication**

For this AR450 course, communication with the instructor, Jun Funahashi, can be done through email. You can reach the instructor at [junko.funahashi@chaminade.edu](mailto:junko.funahashi@chaminade.edu) for any questions or concerns related to the course.

Additionally, the instructor is available to schedule online, in-person, or phone conferences to address any further inquiries or discuss specific topics related to the course. Please note the following guidelines regarding response time and communication hours: • The instructor aims to respond to emails within 24 hours.

- It is advised not to send messages, texts, or make phone calls between 10 pm and 8 am unless it is an emergency.

These guidelines ensure that communication is managed effectively and respects the instructor's availability and personal time.

If you have any course-related questions or concerns, I recommend contacting the instructor via email to initiate communication or to arrange a meeting at a mutually convenient time.

## **Cell phones, tablets, and laptops**

Out of consideration for your classmates, please set your cell phone to silent mode during class. Students are encouraged to bring laptops or tablets to class as the instructor will assign online activities and readings that will require the use of a laptop or tablet. Laptops and tablets should not be misused, such as checking distracting websites. Use your best judgment and respect your



classmates and instructor.

### **Disability Access**

If you need individual accommodations to meet course outcomes because of a documented disability, please speak with me to discuss your needs as soon as possible so that we can ensure your full participation in class and fair assessment of your work. Students with special needs who meet criteria for the Americans with Disabilities Act (ADA) provisions must provide written documentation of the need for accommodations from Kōkua 'Ike: Center for Student Learning by the end of week three of the class, in order for instructors to plan accordingly. If a student would like to determine if they meet the criteria for accommodations, they should contact the Kōkua 'Ike Coordinator at (808) 739-8305 for further information ([ada@chaminade.edu](mailto:ada@chaminade.edu)). Title IX Compliance

### **IX Compliance**

Chaminade University of Honolulu recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. If you or someone you know has been harassed or assaulted, you can find the appropriate resources by visiting Campus Ministry, the Dean of Students Office, the Counseling Center, or the Office for Compliance and Personnel Services.

### **Attendance Policy**

In the Contemporary Ceramics Design course, attendance is considered essential to maximize the educational experience and ensure the best return on investment for students. Taking an undergraduate course is a gift for yourself. Continuing your education costs time and money, both of which are valuable for adults. To maximize your return, I require attendance at all our classes. If you come to the class late or leave early 3 times, it will be counted as a day of absence. The following attendance policy is based on the information provided in the Academic Catalog (p. 54-55). However, it is advisable to consult the course syllabus or the instructor for any course-specific variations or updates.

1. Attendance Expectation: Students are expected to attend all classes for which they are registered. Regular attendance allows students to fully engage with the course material, participate in discussions, and benefit from in-class activities and demonstrations.
2. Notification of Absences: If a student is unable to attend class due to illness or other extenuating circumstances, they should notify the instructor promptly. Notification can be done through email, phone call, or leaving a message with the instructor's division office. It is important to communicate with the instructor to discuss missed assignments and potentially modify deadlines based on the situation.
3. Consequences of Unexcused Absences: Unexcused absences equivalent to more than a week of classes may result in a grade reduction for the course. If a student has two consecutive weeks or more of unexcused absences, the instructor may choose to withdraw the student from the course, although it is not mandatory for the instructor to do so. Regular and repeated absences without a valid reason put students at risk of failing grades.
4. Accommodations for Students with Disabilities: Students with disabilities who have obtained accommodations from the Chaminade University of Honolulu Tutor Coordinator may be considered for exceptions to the attendance policy if the accommodation does not significantly impact the attainment of learning outcomes. Students are encouraged to discuss their specific needs with the instructor.



5. Financial Aid and Attendance: Federal regulations require continued attendance for the continuing payment of financial aid. In cases where illness or personal reasons necessitate continued absence, students should communicate with the instructor to review available options and potential accommodations. Failure to officially withdraw from the course after extended absence may result in a failing grade or withdrawal by the instructor at their discretion.

Students are expected to attend all courses for which they are registered. Students should notify their instructors when illness or other extenuating circumstances prevents them from attending class and plan to complete missed assignments. Notification may be done by emailing the instructor's Chaminade email address, calling the instructor's campus extension, or by leaving a message with the instructor's division office. It is the instructor's prerogative to modify deadlines of course requirements accordingly. Any student who stops attending a course without officially withdrawing may receive a failing grade.

Unexcused absences equivalent to more than a week of classes may lead to a grade reduction for the course. Any unexcused absence of two consecutive weeks or more may result in being withdrawn from the course by the instructor, although the instructor is not required to withdraw students in that scenario. Repeated absences put students at risk of failing grades.

Students with disabilities who have obtained accommodations from the Chaminade University of Honolulu Tutor Coordinator may be considered for an exception when the accommodation does not materially alter the attainment of the learning outcomes.

Federal regulations require continued attendance for continuing payment of financial aid. When illness or personal reasons necessitate continued absence, the student should communicate first with the instructor to review the options. Anyone who stops attending a course without official withdrawal may receive a failing grade or be withdrawn by the instructor at the instructor's discretion.

### **Academic Conduct Policy**

From the Undergraduate Academic Catalog (p. 39):

Any community must have a set of rules and standards of conduct by which it operates. At Chaminade, these standards are outlined to reflect both the Catholic, Marianist values of the institution and to honor and respect students as responsible adults. All alleged violations of the community standards are handled through an established student conduct process, outlined in the Student Handbook, and operated within the guidelines set to honor both students' rights and campus values.

Students should conduct themselves in a manner that reflects the ideals of the University. This includes knowing and respecting the intent of rules, regulations, and/or policies presented in the Student Handbook, and realizing that students are subject to the University's jurisdiction from the time of their admission until their enrollment has been formally terminated. Please refer to the Student Handbook for more details. A copy of the Student Handbook is available on the Chaminade website.

For further information, please refer to the Student Handbook: <https://chaminade.edu/wp-content/uploads/2019/08/NEW-STUDENT-HANDBOOK-19-20-Final-8.20.19.pdf>

[Links to an external site.](#)

### **Credit Hour Policy**

The unit of semester credit is defined as university-level credit that is awarded for the completion of coursework. One credit hour reflects the amount of work represented in the intended learning outcomes and verified by evidence of student achievement for those learning outcomes. **This is a three credit hour course, requiring 135 clock hours of student engagement per the official CUH Credit Hour Policy. Students enrolled in this course are expected to spend about 90 hours in class, 10 hours writing and research response slides, 10 hours studying for the midterm preparation and presentation, 5 hours writing and revising the research papers, and 10 hours studying for the final exam. There will be an additional 10 hours of work required beyond what is listed here (course reading, homework assignments, museum visit etc.).**

The minimum 45 hours of engagement per credit hour can be satisfied in fully online, internship, or other specialized courses through several means, including (a) regular online instruction or interaction with the faculty member and fellow students and (b) academic engagement through extensive reading, research, online discussion, online quizzes or exams; instruction, collaborative group work, internships, laboratory work, practice, studio work, and preparation of papers, presentations, or other forms of assessment. This policy is in accordance with federal regulations and regional accrediting agencies.

## Grading Outline

Please see the link below:

 [Rubric: AR250, AR350, 2023](#)

### Extra Points:

In the AR450 course, there are several opportunities for students to earn extra points. These additional points can contribute to a student's overall grade and reflect their active engagement and participation in various aspects of the course. It is recommended to refer to the course syllabus or consult with the instructor for precise information on the extra points system. However, here are some common activities that often offer opportunities for earning extra points:

1. **Portfolio:** Creating a web portfolio, social media catalog of your work, or a Google Slide presentation to showcase your ceramics designs and projects can earn you extra points. The portfolio allows you to demonstrate your artistic growth, creativity, and technical skills.
2. **Lab Work:** Active participation in lab work, including maintenance cleaning, glaze and clay firing, and other hands-on tasks, can earn you extra points. This participation demonstrates your commitment to the practical aspects of ceramics design and contributes to the smooth functioning of the lab environment.
3. **Attendance:** Consistent and punctual attendance is typically rewarded with extra points. By attending all classes, you show your dedication to the course and ensure that you do not miss out on important information, demonstrations, and discussions.
4. **Class Participation:** Actively engaging in class discussions, asking questions, sharing insights, and contributing to group activities can earn you extra points. This participation reflects your understanding of the course material, critical thinking skills, and willingness to contribute to the learning environment.

Remember to consult the course syllabus or communicate with the instructor for the most accurate and up-to-date information on how to earn extra points in the AR450 course.

\*Each project will have a [rubric \(Links to an external site\)](#) to quantify grades. Click on the highlighted area above to see the details of the project and [a grading system \(Links to an external site\)](#).

## Course Weekly Overview

### Week 1: Introduction to Advanced Ceramic Techniques

- Course overview and expectations
- Introduction to advanced ceramic methods and concepts

### Week 2: Internal Supports and Complex Forms

- Understanding the use of internal supports for creating intricate ceramic forms
- Demonstrations and hands-on exercises in constructing complex forms

Week 3: Surface Treatment and Texture

- Exploring various surface treatment methods and techniques
- Experimentation with texture, pattern, and decorative effects

Week 4: Glazing Techniques

- Advanced glazing techniques and application methods
- Exploration of glaze combinations and effects

Week 5: Portfolio Preparation

- Introduction to portfolio development for ceramic artwork
- Selection and documentation of artwork for portfolio

Week 6: Design and Construction Processes

- In-depth discussion on design and construction processes in ceramics
- Exploring different approaches to ceramic design

Week 7: Critique and Feedback

- Peer critique sessions for constructive feedback and improvement
- Reflection on individual design projects

Week 8: Special Topics in Advanced Ceramics

- Exploration of specialized ceramic techniques or topics (e.g., raku firing, alternative firing methods)

Week 9: Exhibition Planning

- Planning and preparation for future showcases and exhibitions
- Exhibition layout and presentation considerations

Week 10: Guest Lecture or Artist Visit

- Inviting a guest speaker or artist to share insights and experiences in advanced ceramics

Week 11: Project Work and Studio Time

- Dedicated studio time for individual project work and experimentation
- One-on-one guidance and support from the instructor

Week 12: Glazing and Finishing Techniques II

- Advanced glazing techniques and experimentation with finishes
- Refining glazing skills and achieving desired effects

Week 13: Portfolio Review

- Portfolio review and feedback session
- Refinement of portfolio documentation and presentation

Week 14: Final Project Preparation

- Finalizing and preparing the culminating project for exhibition
- Addressing any necessary revisions or refinements

Week 15: Final Exhibition and Critique

- Showcase and exhibition of student work
- Peer critique and evaluation of final projects

Week 16: Course Reflection and Wrap-up

- Reflecting on the learning journey and individual progress
- Discussion on future directions in ceramics and personal artistic growth

Note: This course schedule is a general outline and may be adjusted to accommodate specific projects, kiln firing schedule, guest speakers, or additional topics of interest. The emphasis is on providing students with a comprehensive understanding of advanced ceramic techniques and preparing them for future showcases and exhibitions.

## Grading Outline

Each project has a total of 400 pts each:

1. Sketches: clear concept/theme
2. Greenware: unfired clay ready to be placed in a kiln room.
3. Glaze ware: clay that has been glazed and fired.
4. Critique: provide the presentation slides and collaboration with others (participants offer critical feedback to peers and be active in class discussions and team projects).

### Extra Points:

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3. Attendance: Consistent and punctual attendance is typically rewarded with extra points. By attending all classes, you show your dedication to the course and ensure that you do not miss out on important information, demonstrations, and discussions.
4. Class Participation: Actively engaging in class discussions, asking questions, sharing insights, and contributing to group activities can earn you extra points. This participation reflects your understanding of the course material, critical thinking skills, and willingness to contribute to the learning environment.

Remember to consult the course syllabus or communicate with the instructor for the most accurate and up-to-date information on how to earn extra points in the AR250 course.

\*Each project will have a [rubric \(Links to an external site\)](#).  
to quantify grades. Click on the highlighted area above to see the details of the project and [a grading system \(Links to an external site\)](#).