ARTH490: Museum Internship Course
Fall 2020

This course makes up the second component (phase 2) of the Museum Internship Course; it is taken after a student has completed a 150-hour approved internship (details of the eligibility and approval below).

**Instructor:** Professor Mary Hunter (mary.hunter2@mcgill.ca)

**Communication:** Email and Zoom. Professor Hunter will email students with Zoom Meeting links.

**Remote Schedule and Instructional Method:** 3 x fixed Zoom class meetings with enrolled students (time TBD with students; Prof Hunter will send an email). Guest lectures from people who work in the art world (TBA) will be interviewed live over Zoom by Professor Hunter at fixed times but these conversations will be recorded for students who are unable to attend synchronously. One-on-one meetings via Zoom or phone to discuss independent research project with Professor Hunter will be organized between student and professor.

**Course Overview and Learning Outcomes**

The Department of Art History & Communications Studies offers undergraduate students the opportunity to undertake internships at museums, art galleries, and artist-run centres, among other institutions, as the equivalent of a 3-credit course toward their academic degree programs.

Internships provide students with work experience and help to clarify vocational interests. As interns, students have an opportunity to see how things function in particular career fields and get exposure to research, curatorial and exhibition practices, and the multifaceted concerns and distinctive needs and interests of art institutions and organizations. Students learn the range of marketable skills required, the importance of group work, and the value of clear writing and presentation techniques. Added benefits include opportunities to network, find mentors, and earn credits toward their academic program.

Please note: The internship for course credit is a two-term process, you must take this into consideration when considering the museum internship course (ARTH 490). You complete the internship at the host institution before doing the course at McGill, which is currently offered
only during the fall semester. Thus, whether you do the internship during the fall, winter, or summer term, you take the course the following fall semester.

**Assignments, Evaluations and Due Dates**

35%  **Performance assessment** from host institution of 150 hours internship. *Due September 15 2020.*

10%  **Documentation/Journal Summary**: Provide a 3-5 page summary of the institution in which you worked and the activities that you performed. *Due October 1, 2020.*

10%  **Internship Report**: Provide a 3-5 page critique of the institution in which you worked. Remember to be as fair as possible - stick to facts and concrete examples, and focus on what you learned and can use for the future. Discuss the positive aspects of the internship experience and also provide suggestions for improvement to their internship program. This document will not be shared with the institution. *Due November 1, 2020.*

5%  **Guest Lecture Questions**: Students are required to email Professor Hunter 2-3 questions to ask a guest lecturer. The aim of the guest lectures is to help students with professional development.

40%  **Research Paper or Virtual Exhibition**: Write a 10-12 page research paper or create a virtual exhibition (with images, exhibition introductory and thematic panels, and 8-10 labels) related to the work you undertook during your internship. For example, you may choose to take a historical approach or provide an institutional critique or focus on a few artworks or an artist or a theme that you encountered during your internship. Through a Zoom meeting with Professor Hunter, you will get advice and feedback on your essay or virtual exhibition topic (contact Professor Hunter to set up meeting times). *Due Dec 4, 2020.*

*All assignments should be emailed as pdfs to Professor Hunter.*

**Eligibility Requirements and Approval Process**

The Arts Internship is only open to U2 and U3 students in good standing in any Art History program, normally after completing 30 credits of a 90 credit program or 45 credits of a 96 to 120 credit program. A minimum CGPA of 2.7 and permission from the departmental Student Affairs Officer (Matthew Dupuis in our ASC) are required. This course will not fulfill program requirements for seminar or 400-level courses. For more information, see [https://www.mcgill.ca/ahcs/undergraduate/ah/internship](https://www.mcgill.ca/ahcs/undergraduate/ah/internship)

The Arts Internship course requires approval by the Art History Student Affairs Officer (SAO) before the internship is undertaken. The completed Art History Internship Approval form must be submitted before the beginning of the internship to the SAO (Arts W-155). It is available here: [Arts Internship Approval Form](https://www.mcgill.ca/ahcs/undergraduate/ah/internship) [.pdf].
McGill Policies and Guidelines

Language of Submission

“In accord with McGill University’s Charter of Students’ Rights, students in this course have the right to submit in English or in French any written work that is to be graded. This does not apply to courses in which acquiring proficiency in a language is one of the objectives.”

« Conformément à la Charte des droits de l’étudiant de l’Université McGill, chaque étudiant a le droit de soumettre en français ou en anglais tout travail écrit devant être noté (sauf dans le cas des cours dont l’un des objets est la maîtrise d’une langue). »

Academic Integrity

McGill University values academic integrity. Therefore, all students must understand the meaning and consequences of cheating, plagiarism and other academic offences under the Code of Student Conduct and Disciplinary Procedures” (see McGill’s guide to academic honesty for more information).

L'université McGill attache une haute importance à l'honnêteté académique. Il incombe par conséquent à tous les étudiants de comprendre ce que l'on entend par tricherie, plagiat et autres infractions académiques, ainsi que les conséquences que peuvent avoir de telles actions, selon le Code de conduite de l'étudiant et des procédures disciplinaires (pour de plus amples renseignements, veuillez consulter le guide pour l'honnêteté académique de McGill).

The University Student Assessment Policy exists to ensure fair and equitable academic assessment for all students and to protect students from excessive workloads. All students and instructors are encouraged to review this Policy, which addresses multiple aspects and methods of student assessment, e.g. the timing of evaluation due dates and weighting of final examinations. Note that to support academic integrity, your assignments may be submitted to text-matching or other appropriate software (e.g., formula-, equation-, and graph-matching).

© Instructor-generated course materials (e.g., handouts, notes, summaries, exam questions) are protected by law and may not be copied or distributed in any form or in any medium without explicit permission of the instructor. Note that infringements of copyright can be subject to follow up by the University under the Code of Student Conduct and Disciplinary Procedures.
As the instructor of this course I endeavor to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me and the Office for Students with Disabilities, 514-398-6009.

McGill University is on land which has long served as a site of meeting and exchange amongst Indigenous peoples, including the Haudenosaunee and Anishinabeg nations. We acknowledge and thank the diverse Indigenous people whose footsteps have marked this territory on which peoples of the world now gather.

L’Université McGill est sur un emplacement qui a longtemps servi de lieu de rencontre et d'échange entre les peuples autochtones, y compris les nations Haudenosaunee et Anishinabeg. Nous reconnaissons et remercions les divers peuples autochtones dont les pas ont marqué ce territoire sur lequel les peuples du monde entier se réunissent maintenant.

In the event of extraordinary circumstances beyond the University’s control, the content and/or evaluation scheme in this course is subject to change.