

Guidelines for the conduct of master's and bachelor's project defenses at the Department of Fine Arts, UMPRUM

THE JURY

consists of one external member, one member of the Department of Theory and History of Art at UMPRUM and professors and/or PhD students of the Department of Fine Arts at UMPRUM.

THE CHAIR OF THE JURY

is an external jury member.

A MEMBER OF THE DEPARTMENT OF THEORY AND HISTORY OF ART

is selected by consensus among the jury members, and supervises the course of the defences. At the beginning of the day, they introduce the jury members and familiarize the attendees with the process and rules.

THE GENERAL PUBLIC

can participate as audience members. Even in the case of a distance defence, it is ensured that at least one member of the public (e.g. another student) is present.

THE HEAD OF THE GRADUATION PROJECT

may continuously enter into the discussion, however, they do not speak on behalf of the student. They act as neutrally as possible and do not comment on the oral evaluation of the jury. During the jury meeting behind closed doors, they may add further information about the student's work during their studies. They are responsible for the administration of the jury (completion and submission of the sheets).

THE DEPARTMENTAL METHODOLOGIST

has the opportunity to enter into the discussion even if they are a jury member without the right to evaluate students' projects.

JURY MEMBERS WITH THE RIGHT TO EVALUATE STUDENTS' PROJECTS

do not leave the room during the entire course of the defence. In necessary cases, they do not grade the project for which they were not present at the defence. They try to remain constructive in the discussion, not to "test" the student, not to distance themselves (e.g. from the media), not to speak disproportionately too much or too little compared to others, and not to otherwise interfere with the substantive setting of the discussion.

In the discussion, not only a retrospective evaluation of the student's work is valued, but also a reflection on the potential for its further development.

The jury takes into account that the examination is a stressful situation for the student and that its format may be a limiting factor for some types of work.

THE STUDENT DEFENDING THEIR GRADUATION PROJECT

prepares a structured presentation of their project in advance, part of the preparation is its consultation with the head of the project. The theoretical part of the project is available at the defence. They are co-responsible for the quality and course of the discussion (for example, they can make suggestions).

THE COURSE OF EACH INDIVIDUAL DEFENCE (AT LEAST 30 MINUTES PER STUDENT):

- 1 The head of the graduation project introduces the student
- 2 (max. 5 min).
The student presents the project including a summary of
- 3 the text (max. 10 min).
The head of the graduation project and the opponent read their reviews, each 1-2 standard pages. In the case of
- 4 personal absence of the opponent, their review is read in
- 5 proxy.
The student has the right to respond to both reviews.
- 6 All jury members discuss the project with the student and evaluate it verbally.
- 7 The jury conducts a closed-door debate on the proposed grade, taking into account the suggestions of the opponent and the head of the graduation project.
The evaluation is announced after the defence.
In the event of an unsuccessful defence, the student is entitled to two further attempts, each time with a new diploma project and entire defence procedure which must take place within two years of the first attempt.

We believe that constructive discussion at defences is a key piece of information for the student throughout the whole working process and can significantly influence the meaningfulness of artistic study.

Department of Fine Arts

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