

Third Space Committee

2015–2016

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Proposal and Submission Guidelines

Faculty Submission Deadlines

Faculty who wish to present student group shows (class shows) have until **May 15th for Fall** and **November 1st for Spring** to submit a proposal.

Students Submission Deadlines

Students may submit proposals for exhibitions by **May 31st for Fall** and **November 15th for Spring** to receive equal consideration. After these deadlines, proposals are considered on a first come-first served basis according to time slots available.

Duration of Exhibition

Faculty and students may request the number of days/weeks for an installation to be on view, however, for the present (Fall 2015/Spring 2016), length of exhibition will be determined on a case-by-case basis.

Proposal Format

Send proposals to thirdspaceuh@gmail.com

1. Name of exhibition
2. Names of participating artists, designers, art historians, curators
3. Institutional affiliation of all participants
4. School of Art program areas represented by participants
5. Dates requested
6. Brief (500 word) description of project

Installation Procedures

1. A \$50 deposit is required to take possession of the key for Third Space. The person paying the deposit is solely responsible for damages to the gallery, security of the gallery contents, returning the gallery to “ready” condition, and returning the key. Loss of the key is \$25 charge. Failure to return gallery to acceptable condition forfeits deposit.
2. One member of the Third Space Committee must sign off that the gallery has been returned to acceptable condition for the deposit to be returned.
3. Paint and spackle will be supplied by the School of Art.
4. Invitations, catering, and monitoring the gallery are solely the responsibility of the exhibitor. The SoA may, at its discretion, offer to monitor the gallery at specific times.

Programming Suggestions

The Third Space committee suggests faculty and students create programming for shows:

1. Host an opening reception
2. Invite a curator for a walk-through
3. Invite a critic for a walk-through
4. Invite your colleagues for a walk-through
5. Invite a gallerist for a walk-through
6. Give an artist Talk
7. Screen a film
8. Do a performance
9. Organize a panel discussion
10. Organize a conversation with a curator/critic