
Term Information

Effective Term Autumn 2025

General Information

Course Bulletin Listing/Subject Area History of Art
Fiscal Unit/Academic Org History of Art - D0235
College/Academic Group Arts and Sciences
Level/Career Undergraduate
Course Number/Catalog 3050
Course Title Careers in History of Art
Transcript Abbreviation Careers in HistArt
Course Description This one-credit course introduces students to a range of career opportunities that are possible with a History of Art degree. Students learn about the process of finding and applying for internships and jobs, and practice the practical skills of resume writing, cover letters, interviewing, and more. Visiting speakers throughout the term will introduce students to a range of different careers.
Semester Credit Hours/Units Fixed: 1

Offering Information

Length Of Course 14 Week
Flexibly Scheduled Course Never
Does any section of this course have a distance education component? No
Grading Basis Satisfactory/Unsatisfactory
Repeatable No
Course Components Seminar
Grade Roster Component Seminar
Credit Available by Exam No
Admission Condition Course No
Off Campus Never
Campus of Offering Columbus

Prerequisites and Exclusions

Prerequisites/Corequisites none
Exclusions
Electronically Enforced No

Cross-Listings

Cross-Listings

Subject/CIP Code

Subject/CIP Code 50.0703
Subsidy Level Baccalaureate Course
Intended Rank Freshman, Sophomore, Junior, Senior

Requirement/Elective Designation

The course is an elective (for this or other units) or is a service course for other units

Course Details

Course goals or learning objectives/outcomes

- Students learn about the process of finding and applying for internships and jobs in a range of fields, and practice the practical skills of resume writing, cover letters, interviewing, and more.
- Students engage with visiting speakers and alumni to learn about a range of fields that people with History of Art degrees work in, including museums/galleries, nonprofit organizations, libraries/archives, and more.

Content Topic List

- Career exploration
 - History of Art Career Paths
 - Finding Internships
 - Resumes and Cover Letters
 - Networking and Finding Career Opportunities
- No

Sought Concurrence

Attachments

- History of Art 3050 - Careers in History of Art.docx: HA 3050 Syllabus
(Syllabus. Owner: Whittington, Karl Peter)

Comments

- This is a proposal for a new one-credit course in History of Art that introduces students to a range of career opportunities and equips them with practical skills to succeed in finding meaningful work in their chosen field after graduating.

No curriculum required because this is not a course for the major. *(by Whittington, Karl Peter on 12/07/2023 09:54 AM)*

Workflow Information

Status	User(s)	Date/Time	Step
Submitted	Whittington, Karl Peter	12/04/2023 01:11 PM	Submitted for Approval
Approved	Whittington, Karl Peter	12/04/2023 01:11 PM	Unit Approval
Revision Requested	Vankeerbergen, Bernadette Chantal	12/05/2023 11:17 AM	College Approval
Submitted	Whittington, Karl Peter	12/07/2023 09:54 AM	Submitted for Approval
Approved	Whittington, Karl Peter	12/07/2023 09:54 AM	Unit Approval
Approved	Vankeerbergen, Bernadette Chantal	12/22/2023 11:29 AM	College Approval
Pending Approval	Hanlin, Deborah Kay Hilty, Michael Neff, Jennifer Vankeerbergen, Bernadette Chantal Steele, Rachel Lea Jenkins, Mary Ellen Bigler	12/22/2023 11:29 AM	ASCCAO Approval

History of Art 3050
Careers in History of Art
1 credit hour S/U grade

Instructor: Karl Whittington
Office: Pomerene Hall 201
Time: TBA (one 55 minute meeting per week)
Room: Pomerene Hall 240
Office Hours: TBA
E-mail: whittington.78@osu.edu

Course description and format

As a student of History of Art, you may be wondering what you can do with this major after graduation. In this course, students will be introduced to a wide range of professions that History of Art students go on to after graduation. First, you will have the opportunity to do some analysis of and reflection upon what your personal traits are, using Clifton Strength Finders, and upon what you consider to be meaningful work in general, using our Meaningful Work Statement. Based on the criteria you develop, you will then be able to size-up the work experiences in a range of different fields that History of Art students enter. We will explore strategies for identifying and obtaining internships, as well as the details of job seeking, including resume, curriculum vitae and LinkedIn profile preparation, as well as the writing of cover letters, statements of purpose and interviewing for jobs.

General goals and learning outcomes

By the end of this course, students will:

1. Identify the careers that make use of History of Art in critical ways.
2. Become familiar with the educational and experiential backgrounds of successful professionals, who use the skills from History of Art in their current professions.
3. Use a variety of OSU support services that promote and develop student academic success and professional life after graduation.
4. Practice core competencies in writing resumes, obtaining internships, and effective strategies for finding employment or graduate-level study after completing the undergraduate in History of Art.
5. Identify their own strengths and preferences to guide their job searches and career choices.

Format of instruction & Credit Hours:

History of Art 3050 is a 1 credit hour course that will be conducted in-person, with occasional invited speakers and visitors attending the course to speak F2F or via Zoom. According to Ohio State policy, students should expect one 55-min session per week of direct instruction and to 2 hours homework outside of class (i.e., assignment preparation / completion).

Required Texts:

There is no textbook for this course; all readings and materials will be available via Carmen.

Grading

Attendance and Participation: 20 points

Homework Assignments (4): 40 points

Meaningful Work Reflections: 40 points

****Students who receive ≥ 64 of 100 total points on Homework, Reflection Essays and Attendance/Participation will receive an S grade for the course****

Attendance & Participation:

Students should attend class to get the most out of it. The point is to learn things you don't yet know about careers in History of Art, and you can't do that if you're not here. If you miss more than 4 class meetings without an approved excuse, you will not receive an "S" for the course.

Late Assignments:

Assignments must be turned in by 11:59pm the night before the class session indicated in the course calendar. If you are unable to submit your work on time due to illness, verifiable documentation will be required.

Homework: Students must upload all assigned homework (see calendar) via Carmen by midnight the day before class.

1. Explore your College's career services resources (10 pts)
 - a. When can you begin using services provided?
 - b. What kinds of tools, workshops, and databases are available to you?
 - c. Which services do you find most useful? Why?
2. Resume / CV design (10 pts)
 - a. What resume or CV design / layout is common in your field of interest?
 - b. How long should your resume be? What should you highlight? What should you avoid including or writing?
3. Internships / co-ops / volunteer exploration: find 3 (10 pts)
 - a. What will you need to accomplish before applying?
 - b. When is the timeframe for application consideration? Deadline?

- c. Is it a paid opportunity or unpaid? Is it worth it?
4. Graduate School (10 pts)
 - a. Find a graduate program that you think looks interesting.
 - b. What are their application requirements? What would you need to do to put yourself on track for a successful application?
 - c. What career outcomes would the program open up for you?

Meaningful Work Reflections (20 pts each): Over the course of the semester, we would like you to think about at least 2 of the professions you have heard about, from the perspective of our Meaningful Work Statements. For each of these 2, please write a response to the following questions:

1. What are the values inherent in the profession (e.g., accomplishment, accountability, creativity, etc.)?
2. Does this profession seem to involve the kinds of things that you are good at?
3. Does this profession engage either your curiosity or your passions (e.g., aviation, design, education, etc.)?
4. Does this profession seem to work with, help or serve the same populations you are interested in serving (e.g., adults, children, diverse publics, etc.)?
5. Does this profession entail actions by you, or by your audience, that are appealing to you (e.g., advising, advocating, building, etc.)?
6. Does this profession seem worth looking into more, or have you learned that this is not for you? Why?

There is no length restriction on your answer, but please try to keep it under 3 pages.

CarmenCanvas ACCESS:

You will need to use BuckeyePass (buckeyepass.osu.edu) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you do each of the following:

- Register multiple devices in case something happens to your primary device. Visit the BuckeyePass - Adding a Device (go.osu.edu/add-device) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click Enter a Passcode and then click the Text me new codes button that appears. This will text you ten passcodes good for 365 days that can each be used once.

- Install the Duo Mobile application (go.osu.edu/install-duo) on all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service. If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688- 4357 (HELP) and IT support staff will work out a solution with you.

Academic Misconduct

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc/>.

Students with disabilities / Disability Services

The university strives to maintain a healthy and accessible environment to support student learning in and out of the classroom. If you anticipate or experience academic barriers based on your disability (including mental health, chronic, or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion.

If you are isolating while waiting for a COVID-19 test result, please let me know immediately. Those testing positive for COVID-19 should refer to the [Safe and Healthy Buckeyes site](#) for resources. Beyond five days of the required COVID-19 isolation period, I may rely on Student Life Disability Services to establish further reasonable accommodations. You can connect with them at slds@osu.edu; 614-292-3307; or slds.osu.edu.

Religious Accommodations:

It is Ohio State's policy to reasonably accommodate the sincerely held religious beliefs and practices of all students. The policy permits a student to be absent for up to three days each academic semester for reasons of faith or religious or spiritual belief.

Students planning to use religious beliefs or practices accommodations for course requirements must inform the instructor in writing no later than 14 days after the course begins. The instructor is then responsible for scheduling an alternative time and

date for the course requirement, which may be before or after the original time and date of the course requirement. These alternative accommodations will remain confidential. It is the student's responsibility to ensure that all course assignments are completed.

Mental Health Statement

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know are suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life's Counseling and Consultation Service (CCS) by visiting ccs.osu.edu or calling [614-292-5766](tel:614-292-5766). CCS is located on the 4th Floor of the Younkun Success Center and 10th Floor of Lincoln Tower. You can reach an on call counselor when CCS is closed at [614-292-5766](tel:614-292-5766) and 24 hour emergency help is also available through the 24/7 National Suicide Prevention Hotline at 1-800-273-TALK or at suicidepreventionlifeline.org.

Statement on Title IX

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator, Kellie Brennan, at titleix@osu.edu

Course Schedule

- Week 1** **Course Introduction and Overview**
-what we aim to accomplish in this course
-assignments and expectations
- Week 2** **Your strengths and your future career**
-Take Clifton Strengthfinder Assessment
-Class discussion of Strengthfinder results
- Week 3** **Career Services at OSU**
-Homework 1 due – What services are available, how to use them
-how to navigate Handshake
-strategies for job searching
- Week 4** **Resumes and CVs**
-in-class workshop on resume/CV writing
- Week 5** **Visiting Speaker 1: Art Museum Professional**
-in class discussion about different museum careers
-Homework 2 due – draft of your resume/CV
- Week 6** **Cover Letters**
-In class discussion of cover letters
-Workshopping cover letter examples
- Week 7** **Visiting Speaker 2: Nonprofit Professional:
Fundraising/Development/Grant Writing**
-in class discussion about development and grant writing as careers
- Week 8** **Internships: Finding and Securing Opportunities**
-Homework 3 due: finding internships
-class discussion – how to make internships meaningful
- Week 9** **Visiting Speaker 3: Community Arts Organizations**
-in-class discussion
- Week 10** **Graduate School in History of Art**
-Homework 4 due: Graduate School
-in-class discussion about graduate school options, how to apply, etc.
- Week 11** **Visiting Speaker 4: Current History of Art Graduate Student**
-discussion in class – what is graduate school like, what are career outcomes after graduate school

- Week 12** **Visiting Speaker 5 – Gallery Owner or Assistant**
-in-class discussion on careers in galleries, auction houses, and other employment in art sales and the art market
- Week 13** **Interviews**
-in-class discussion of interview types, preparation, strategies
- Week 14** **Visiting Speaker 6 – Libraries, Archives, Collections Management**
-discussion of careers in collections and archives
- Week 15** **Wrap up Discussion**
-reflection and next steps – how to best position yourself for the careers you are interested in

***The two “meaningful work reflection” assignments are due at the end of Week 15.**