



FALL 2020 BUILDING PROCEDURES

Welcome back Students! We, the faculty and staff, are looking forward to working with you this semester. And we have been preparing the building for your safe return during these trying times that includes new building use policies.

Be aware that art and design students are expected to follow the procedures outlined for the Art Building during the Covid pandemic. We, the faculty, appreciate your cooperation as we all work together to keep each other safe and productive in our studios this fall.

Of note, the official first day of classes is Tuesday, August 18th. Many courses are being offered as Hybrid and many are being offered as Synchronous Online courses. Your instructor will contact you via email with specific expectations for the first class meeting.

Keep your email updated in all Lamar University accounts. Check your email often. Check your course Blackboard shell daily for announcements and updates.

Maintain social distancing at all times in the building and in the classrooms. Do not congregate in the atrium. You may visit with friends and classmates under the trees.

Protective gear including face coverings or **masks are required** when entering the Art Building this fall at all times. Masks need to be worn properly, covering the mouth and nose at all times.

Hand sanitizer stations are positioned at the front and rear of the building for your hands. Soap will be provided at all sinks in classrooms. Use these to **wash hands** frequently.

Be mindful of what you are touching. Touch only those tools and equipment that you need to complete your work. Cleaning supplies will be on tables at the rear of each classroom. You are expected to sanitize your workspace before and after each use.

One directional building flow has been established upstairs to insure social distancing. Follow directions on all posted signage in the building. The front staircase is the **UP** stairs and the back staircase is the **DOWN** staircase. The side doors will correspond with the flow of the staircases.

Building gates will remain down. The front side door will be unlocked Monday through Friday, 8:00am to 5:00pm. The east side door is the **ENTRY** door. The west side door is the **EXIT** door. Close the doors behind you.

There is no evening and weekend student studio usage outside of scheduled class time during the fall 2020 semester. **Studio use outside of class will be scheduled in Calendly.com**. Your instructor will be sharing the link via email to the specific webpage for their course.

Most importantly, all art and design students wishing to maintain their studies remotely will be accommodated. Please share your concerns directly with your instructor.

Remember to always be courteous and respectful of all staff, students, and faculty in the Art Building.

We are all in this **together**.



NOW, let's create!