CERM 2304 Ceramics I CRN 17896  
Instructor: David Griffin  
Fall 2020  
Anticipated Max Enrollment: 15  
Current Enrollment 6/1/2020: 12  
FFA A250 – 22’ x 49’ 1176 sq ft  
TR 9am – 11:50am

Protocols for requested Face to Face course meetings: **Low Density**

Room Configuration:

- The room is equipped with double doors at each end of the room. One set of doors will be designated as entrance and one as exit.
- All double doors will remain open.
- (6) 10’x3’ worktables will be spaced apart to create staggered 6’+ clearance from each student and instructor and according to EH&S suggested room spacing diagram.
- The room will be cleared of non-essential tools and equipment so to limit contact points.
- Large shared double stainless-steel utility-tub sink is the most heavily used contact point for washing hands and tools of excess clay. See Cleaning Protocol.
- Individual storage carts are available for each student to house their tools and in-progress work.
- Storage Cart room is limited to single access – entry and exit will be monitored and controlled for single user one at a time.
- FFA A250 = 1176 sq ft divided by 9 individuals (8 students, 1 instructor) = 130.67 sq ft / individual.
- FFA A250 = 1176 sq ft divided by 7 individuals (6 students, 1 instructor) = 168 sq ft / individual.
- If needed FFA A252 (1295 sq ft) can be used an extra ceramics work room. It is an unscheduled ceramics studio lab across the hall during CERM 2304’s scheduled time and contains (4) 10’x3’ worktables. Its protocol can be maintained and mirrored the same as outlined here for FFA A250.
- If both rooms are used total sq ft = 2471. 2471 sq ft divided by 10 individuals = 247.1 sq ft / individual.
- Fox Fine Arts is equipped with standard building HVAC.

Class Operations/Meetings:

- Class attendance will be split in half. At maximum enrollment of (15), (7) students will meet for in class work on Tuesdays and (8) students will meet for in class work on Thursdays.
- Course syllabus will reflect all changes and update students to new DoART operating procedures, including statement regarding possible required campus shut down due to new Fall outbreak and expectations of how the class will go remote if needed.
- Open studio lab hours will be curtailed until the campus has achieved Medium Density.
- CERM 2304 assignments will be modified to meet the limited working environment and time constraints.
- Individual tool kits and clay will be supplied as part of the course and course fees. This is standard operating procedure during normal class operations, so no change required here.
- Instructor will establish extra studio lab time and arrange this on a monitored basis with small groups of individual students (as needed only basis).
Shared Tools, Equipment and Materials:
- All shared tools and equipment will be pared down to essential needs only during Low Density operations.
- Examples of possible needed tools and equipment are: Steel Slab Roller, Wood Rolling Pins
- Examples of required shared materials: Glaze and Slip Plastic Containers (1 Gallon to 5 Gallon Buckets)
- Work-table surfaces (Heavily Lacquered Wood)
- Steel Studio stools
- Large shared double stainless-steel utility-tub sink

Cleaning Protocols/PPE:

Direct route for students to FFA A250
- Upon campus arrival, students will wear masks.
- Enter Fox Fine Arts at 2nd floor ramp exterior entrance between Wise Theater and Department of Art. Proceed left down the hall to FFA A250. Do not wander through building, curtail any time within the building to the minimum. Directly exit the building through the Critique Gallery doors at the end of the hall.

Prior to class start:
- Instructor will wear mask.
- Instructor will unlock and open doors.
- Instructor will wash hands.
- Instructor will wipe down all surfaces (door handles, tables, stools, sink and any shared class supplies) with CDC approved bleach solution.
- Students upon campus arrival, will wear masks.
- Students upon studio entry will wash/disinfect hands.
- One by one retrieve in-progress work, personal tools and supplies and proceed to individually social-distanced workspace.

Class Operation:
- Maintain 6+ foot social distancing throughout the class period both while at worktables and when moving around the studio.
- Sink access will be monitored for single use only and cleaned with CDC approved bleach solution.
- Demonstrations will be provided on both BB and Powerpoint digital projections in class. No close quarter demonstrations will be used.
- Any shared tools, equipment, and materials will be cleaned with CDC approved bleach solution.
- Unforeseen contact points will be monitored and added to protocol list as needed for cleaning.

After Class:
- Instructor will wash hands.
- Instructor will wipe down all surfaces (door handles, tables, stools, sink and any shared class supplies) with CDC approved bleach solution.
• Instructor will wash hands.
• Instructor will lock studio.

CDC & EPA Bleach Disinfection Proposal
Bleach Disinfectant Solution:
1. Label must state bleach is intended to disinfect. Some color-safe bleaches do not disinfect
2. Only unexpired bleach may be used
3. 5 tablespoons (2.5oz) bleach per 1 gallon of water or 4 teaspoons (.7oz) of bleach per quart of water
4. Bleach solution will only be effective for 24 hours
5. Alcohol solution with at least 70% alcohol may also be used

More information can be found at:

- The bleach solution can be mixed daily and distributed by the Studio Coordinator. Spray bottles will be collected from each studio. These bottles will be cleaned and refilled every morning prior to class. Spray bottles will also be refilled as needed throughout the day.
- Every classroom will be outfitted with 1-2 spray bottles and rolls of paper towels. Certain classrooms such as the Graphic Design computer labs will require more bottles.

Estimated a minimum of 50 bottles will be needed for the Department of Art.
Estimated that 1 gallon of bleach will refill 128, 32oz spray bottles.
Custodial Services will be keeping our classrooms stocked with paper towels
The Department of Art may purchase at least 3 cases of paper towels due to high volume of use.