

ACADEMIC PROBLEMS/ BEHAVIORAL PROBLEMS

If you have a student with serious personal, medical, or other problems adversely affecting their schoolwork, you are strongly advised to see one of our academic advising staff or confer with the Assistant Dean. If there is a case where a student is in need of immediate attention for anxiety or other physical or observable behaviors, you could walk the student (or have a staff member walk the student) to the Tuttleman Counseling Center (during daytime hours) or contact Temple police at 1-1234 (215-204-1234). Temple police will act with kindness and discretion. Our intention is to help prevent a student from harm to himself or others.

ART PROJECTS / INSTALLATIONS / CRITS/ EXHIBITIONS

To use the grounds and/or spaces around the inside/outside of the building and/or around the campus, students must obtain an Outdoor/Non-Studio/Non-Gallery Control Form from the Assistant Dean's office (Rm. 210G) or from the Tyler website: <http://tyler.temple.edu/displaying-artwork>. Together, faculty and their students must complete the control form for each art project proposed. Once completed and signed by the student and faculty member, the form must be brought to the Assistant Dean for approval. Departmental budgets will cover the cost for removal of art projects without proper paper work and/or projects that have not been removed/restored by the deadline or damage from an installation or deinstallation. A grade should not be submitted for any student who has not restored the area properly.

Fire Code

The Fire Marshall will not permit artwork of any kind displayed in the fire exits and stairwells of any building.

Work displayed in these areas is considered a fire hazard. This is Temple University policy. The Non Studio/Gallery Control Guidelines specifically requests that students make sure that the project:

- ❖ Does not block any paths or hallways and conforms to the Fire Codes.
- ❖ Does not keep space from being used for any of its routine purposes.

Artworks that block, even in the slightest way, the entrances to any and all buildings, are considered fire hazards and will not be permitted.

Additionally, we are not permitted to have bulletin boards and /or postings in the stairwells.

Student/Faculty Exhibitions

The Stella Elkins Tyler Student/Faculty Galleries are located on the Lower Level of the Tyler building. Contact the Exhibitions Office regarding reservations. www.temple.edu/tyler/exhibitions 215-777-9144. Faculty or students who wish to reserve space in the public areas outside the studios and classrooms must complete an Outdoor/Non-Studio/Non-Gallery Control form. The Green Hallway, Tyler Atrium and Presser Atrium do have some open spots for exhibitions- contact Carmina Cianciulli for more information.

BICYCLES AND SKATEBOARDS

Skateboarding is prohibited inside all Temple University buildings. For information on where you can skateboard outside on the campus, ask a University Police Officer.

Bicycle racks have been placed in the front of our building for your use and convenience. They are to be used for short-term *parking* of bicycles only and not for long-term storage. Bicycle owners leave their bicycles at their own

risk and the University assumes no liability or responsibility whatsoever for any bicycles left at any time. Please be aware of the following:

1. Bicycles must be parked in bicycle racks and secured using a padlock and/or chain. (Cable locks are not good)
2. Parking of bicycles in areas other than bike racks is considered unauthorized (e.g., chained to the handicap walkway, trees, buildings, poles, etc.) and will not be permitted.
3. If left in unauthorized locations as described above, bicycles will be removed.
4. Bicycle racks are for temporary day use only.

The University assumes no liability or responsibility for damages or theft of the bicycles because of extended parking.

BIKE & COMPUTER REGISTRATION

Registration of your bicycle and your computer with Campus Safety Services will aid in the possible recovery of these items if lost or stolen.

To register, bring your bike or computer to our headquarters located at 1101 W. Montgomery Avenue on Main Campus. The serial number of your property, along with your name, address and phone number will be recorded in our data base. As a deterrent to theft, you also will be given a Temple Police sticker to place on your property.

This service is offered to Temple University students, faculty and staff. For more information, call 215-204-6497.

CANCELLATION OF CLASSES DUE TO INCLEMENT WEATHER

The University participates with the City of Philadelphia and local radio stations such as KYW (1060-AM), WDAS (1480-AM, 105.3-FM), WIOQ (102.1-FM), WUSL (98.9-FM), and WPEN (950-AM), which broadcast code numbers indicating when classes are closed because of snow or other inclement weather.

373 Day Class Cancellation
2353 Evening Class (after 4PM) Cancellation

The most accurate and up-to-date information on class cancellations can be obtained by calling the University's hot line, (215) 204-1975, and by listening to Temple's radio station, WRTI, 90.1 FM or referring to Temple's website at: <http://www.temple.edu>.

COMMUNICATION

It is important that **you check your Temple University email account.** All official University notifications will be sent to your Temple email account.

MAIN CAMPUS RESOURCES AND SERVICES

ATMs

7-Eleven, 1912 Liacouras Walk
Howard Gittis Student Center, 1755 N. 13th St.
PNC Bank, 1908 Liacouras Walk

ART SUPPLIES AT THE TEMPLE BOOKSTORE

Art supplies can be located within the Main Campus bookstore
13th and Montgomery Sts
Gittis Student Center Lower Level
www.temple.edu/bookstore
215-204-5578

BURSAR'S OFFICE

Public Transportation – University Pass- Pay Bills
1st Fl. Carnell Hall, 1803 N. Broad St.
Hours: M-F, 8:30 a.m. – 5 p.m.
www.temple.edu/bursar
215-204-7269

COMPUTER TECH CENTER – Free Photocopies (based on credit hours registered)

12th & Montgomery Ave.
Hours: 24 hours during fall and spring semesters
<http://www.temple.edu/cs/techcenter>
215-204-8000

FOOD SERVICES

Lunch Trucks - Here's a link to a Temple Times article about the **ten best lunch trucks** on campus:
<http://www.temple-news.com/lunchies>

Diamond Club- located in the lower level of Mitten Hall, the Diamond Club offers both buffet and menu service.

Dining on campus:

Artist Palate – Tyler building café
Bean Counter – Temple Towers
Fresh Bytes – Tuttleman Learning Center
Night Owl – lower level 1300 Residence Hall
Paley Perk – Paley Library
Jazzman's Café – Alter Hall
Lucky Cup Café – Annenberg Hall, Anderson Hall, Wachman Hall, Ritter Annex
Starbucks – The Tech Center
Fruit Bar- Pearson and McGonigle Hall
Café 613 Deli- Rosen Hillel
Louis Esposito Dining Hall- Johnson and Hardwick
Valaida Walker Food Court- Howard Gittis Student Center

ID CARDS

OWL Cards (photo ID) are issued to new students once they have enrolled for their first semester. Enrollment is complete when a student confirms his or her registration by paying the minimum amount due on the bill. The original photo ID is issued free of charge. If it is lost it will be replaced for a fee. ID cards are issued on Main Campus at Diamond Dollars Office, 1910 Liacouras Walk, Room 202. New and Replacement IDs are issued only to currently enrolled students and current faculty and staff Ph. 215-204-3140.

MAIN CAMPUS MAPS for students and faculty unfamiliar with this campus
http://www.temple.edu/maps/documents/TUMain_map.pdf

PALEY LIBRARY (Grads students can check out books for the semester)

1210 W. Berks St.

www.library.temple.edu

To confirm hours call: 215-204-8211

PARKING INFORMATION

If you are interested in parking in one of the Temple secured lots you need to stop by Parking Services in the Lower Level of the Howard Gittis Student Center. There is limited parking on the street but you will need to arrive early in the day to find spots.

Office of Parking Services

Student Center – Lower Level, 13th & Montgomery Ave.

www.temple.edu/parking

215-204-PARK

SANDALS

Please be advised that bare feet, sandals, and open toe shoes are not permitted in or around any studio areas for health and safety reasons.

Many interior studio safety procedures also apply to the grounds adjacent to the studios. If you have any questions, please consult your teachers.

STUDENT FINANCIAL SERVICES OFFICE (Financial Aid)

Conwell Hall – Ground Fl., 1801 N. Broad Street

Hours: M-F, 8:30 a.m. – 5 p.m.

www.temple.edu/sfs

215-204-2244

STUDENT RESOURCES

The new Tyler website lists many student resources, including career services, internships, scholarship information and advising. <http://tyler.temple.edu/#/current>

STUDIO ACCESS

This studio access policy provides for shared responsibility and reasonable student access. Faculty have the responsibility to include clear and specific instruction on studio security and the safe use of materials and equipment in course work and studio practice. Students have the responsibility to learn, be aware of and follow all safety and security issues pertinent to the studios in which they work. Some areas will require special equipment training prior to access being granted.

*****Students are not permitted to work in any studio area at any time of the day or night without having at least one other person with them who is familiar with and trained on the tools with which the students are working.**