

## Portraits Covenant

The success of this program – and your success in the program – depends on our collective commitment to a set of agreements designed to make everyone's experience the best possible. Through your continued enrollment in this program, you agree to the terms of this covenant.

### **Responsibilities of Faculty and Students**

- Silence cell phones (or leave them at home)
- No personal music players during formal class meetings
- Attend all class meetings on time
- Come prepared (that means come to class with your materials for painting or drawing; come with the seminar readings and notes from your reading; be mentally prepared to participate)
- Participate (that means do all the work; take an interest in your work and the work of others; contribute in seminars; learn the material; communicate with members of the program respectfully and meaningfully)
- Evergreen is a non-smoking campus. Smoking is permitted only in designated areas. Smoking is not permitted anywhere in the outdoor corridors of Seminar II

### **Special responsibilities of students**

- No e-mail submissions of assignments
- Students with questions or concerns about the program should contact faculty directly (via office phone, e-mail or in person).
- Students with learning differences or disabilities should contact Access Services for accommodations (ph. 360-867-6348/TTY: 360-867-6834).
- Complete all assigned work by the deadline. It should be understood that only finished work will be discussed and/or evaluated.
- If a student misses class it is his or her responsibility to find out from another student what s/he missed in class and catch up on all announcements including changes in the program calendar.
- Students will observe academic honesty. *Plagiarism* means presenting the work or ideas of someone else as your own. According to the Student Conduct Code,

*“Cheating, facilitating academic dishonesty and plagiarism are violations of the academic honesty policy and if persistent or severe may be treated as violations of the student conduct code.”*

Plagiarism includes:

(1) Copying *any* material from the Internet for inclusion in your work without using clear citations to the author and context. (2) Copying text, images or ideas from a book, magazine, essay by anyone else without clear citation of the author or original context.

In instances where plagiarism is detected, faculty will discuss the issue with the student. The faculty may report the instance to the Campus Grievance Officer.

- Come to the studio alert, rested, and prepared to concentrate on demanding tasks. Students who come to class under the influence of alcohol or drugs (other than those prescribed by a physician) or whose behavior puts themselves or others at risk will be asked to leave the studio.
- Write a self evaluation, a faculty evaluation at the end of winter quarter; hand it in by the end of evaluation week to either the faculty or program secretary.