

LEE HALL HOUSE RULES

INTRODUCTION

Lee Hall is a large building, but not so large that it does not require cooperation from all participants in order to accommodate all its occupants. This building provides learning spaces for five related disciplines; Art, Architecture, Landscape Architecture, Planning, and Construction Science. We all need to work together to produce the safest and best possible learning environment for everyone.

COMMON SENSE

- Clean up after yourself.
- Put things back where you found them.
- Don't take, use or move things that do not belong to you.
- Use headphones, others may not like your music.
- Use the deep work sink for cleaning up paints, etc. Do not use the bathroom and kitchen sinks for these purposes.

REVIEW SPACES

Public review spaces are located along the north and south glazed walls of Lee 3. There are sign-up sheets available for the reserve of these spaces. Some spaces are reserved through staff calendars. Please leave the chairs and benches in these areas for that purpose. Also return the review spaces to a condition ready for the next review to occur. **No desks in these areas.**

END OF SEMESTER: **STUDIOS** will be completely cleaned of all unwanted materials and belongings and all furniture will be returned to its proper location. **No grades will be submitted until this is completed.**

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PROHIBITIONS (per the CU Fire Marshall and OSHA, fines may be assessed for infractions)

- No space heaters. No hot water kettles or electrical appliances, i.e. coffee pot, microwave, frig, etc.
- Please use compact fluorescent or LED task lighting at your desk.
- No ungrounded, unprotected power strips. Minimum 14 AWG and 15 amp breaker with surge protection.
- **No extension cords.** Electrical devices can only be plugged directly into an outlet or a surge protected power strip as above.
- No power chords stretched across the floor causing a tripping hazard.
- No "daisy chaining" power strips; No multiple "cube" taps; No 3-prong adapters.
- **No skateboards or skates or bicycles inside the building.** Use one of the bike racks around the building. "Roll" outside.
- No moving the desks into the review spaces or the egress access areas.
- **No blocking the exit access, exit (inside) or the exit discharges (outside).**
- No blocking exterior doors open.
- No blocking fan-coil units or HVAC supply/return registers.
- No hanging anything from the ceilings.
- No spray paint, spray-fix or spray adhesive anywhere inside or outside of Lee Hall. **Spray-painted projects will receive failing grades.**

CLEMSON
School of ARCHITECTURE

FURNITURE

EVERY student enrolled in a studio course is provided with a desk and a task chair. Keep track of your desk chair. It tends to travel.

There are more chairs in Lee Hall than there are occupants. They might not be located where you want them, so please return all the chairs to their appropriate places when you are finished with an activity. This will help to alleviate the "stealing" of chairs from other locations to fulfill these functions.

- Black side chairs with red "buttons" are for review spaces in Lee 2, A and B.
- Tan side chairs and benches are for the review spaces in Lee 3.
- Black side chairs are for seminar rooms and offices in Lee 3.
- Black rolling task chairs are for student workstations in Lee 3.

No beds, couches, hammocks, lounge chairs or other furniture from home are allowed in Lee Hall. Go home to sleep.

No DOGS allowed + No Alcohol allowed.

SHARED RESOURCES, such as flat-screen monitors, need to be returned to secure locations, where others can find them.

SPACE USE/OCCUPANCY

Only students who are officially registered and have paid the appropriate fees may attend classes and occupy Lee Hall studios, labs and classrooms for more than short visits. See "Space Use Policy" on back.

LEAVE THE PLACE BETTER THAN YOU FOUND IT

CLEMSON SCHOOL OF ARCHITECTURE SPACE (STUDIO, LAB AND CLASSROOM) USE POLICY

POLICY

In Clemson's School of Architecture, the use of classroom space, including studio space and labs/shops, is limited to students registered for a course assigned to that classroom space. Students may seek approval of short-term exceptions to this policy from the instructor of the course, the lab/shop manager, or the School's Director, to support coursework and/or research that requires a studio desk, space, or shop access, including working to complete a grade of Incomplete to fulfill the requirements of a course.

SUPPORTING REGULATIONS

Clemson University Academic Regulations. Enrollment: "Only students who are officially registered and have paid the appropriate fees may attend classes."

Clemson University Facility Use Policy. Non-Publicly Available Facilities: "Use of these Facilities shall be restricted to activities related to the education, research and service missions of the University. Unless otherwise specified, the following are Non-Publicly Available Facilities:

- All Facilities not identified in [Appendix A](#). (Note: No academic buildings are included in Appendix A.)"

RATIONALE

Enrolled students in the programs of the School of Architecture at all locations, (Clemson, Charleston, Genoa and Barcelona), have the privilege of having a desk in their design studio classroom reserved solely for their use, and have access to specialized fabrication facilities. This generous space provision, supported by tuition and lab fees, and typical of architecture, landscape architecture, preservation and urban design education, supports the engaged, collaborative learning of studio-based education, and provides an environment that is modeled after the professional practice environment. In Clemson's School of Architecture, studio-based education encourages project-based pedagogy, collaboration, respect, engagement, critique, assessment, balance, discourse and dissemination. Our programs have unique strengths in multi-disciplinary co-learning, service learning, material exploration, and design innovation.

Architecture has developed Learning Culture and Studio Culture policies as required by its NAAB accreditation, and as clear statements of values that cross our disciplines. Faculty and students share responsibility for stewarding the studio learning culture. In order to maintain and enrich this culture and education, and **to ensure a good and fair working environment for all enrolled students, the studio space is the domain of only those students officially enrolled in the course that is assigned to the space.** Students assigned to the space can and should consider it space for their educational use 24/7.

The shared semi-public spaces of the school's educational facilities, (circulation spaces and review spaces), bring many non-School of Architecture people through the school's primary learning spaces. The school welcomes these visitors (including community members, "clients", outside collaborators, family members, football tailgaters, alumni, other Clemson students and other guests) for short visits, but also reserves the right to protect its primary learning environments for their primary purpose, the education of its enrolled students.

Other associated policies, regarding facilities and culture, include: Learning Culture Policy, Studio Culture Statement, Lee House Rules III, all available at <http://www.clemson.edu/caah/departments/architecture/about/policies.html>