

SMFA Ceramic Glaze Room
A010
Studio Manager: Stephen Powers
Stephen.Powers@tufts.edu

OVERVIEW

The SMFA Glaze Room is equipped with all the raw materials and tools to calculate, formulate, and glaze ceramic wares. There are various hand tools, a spray booth, measuring tools, and safety equipment. All users must complete a safety training to gain access. If a user wants to mix glazes, they must complete a training specifically on the use of the Nederman air handling unit. Please contact the Studio Manager to arrange this.

CERAMICS STUDIO STAFF

Day-to-day management of the Ceramic Studio is performed by the Ceramic Studio Manager and a Studio Manager Assistant. The Studio Manager and Studio Manager Assistant work with studio student workers, instructors, and student users to maintain a safe, healthy, and friendly studio environment. Student workers assist the manager in maintaining the studio hours and ceramic process. Staff can answer basic questions about the studio, they are not meant to instruct or “fill in the gaps” of information missed from unattended classes.

The studio team reserves the right to close the studio at any time. We strive to keep the space accessible as much as possible, but maintenance, safety, and staffing issues do happen. Check the studio door for any notes on closings.

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Studio Manager Assistant: TBD

ACCESS AND HOURS

The Glaze Room is open when the 230 Fenway building is open. The studio is closed during holidays and between semesters.

FOR STUDENTS ENROLLED IN CERAMIC CLASSES

The Glaze Room is a medium hazard facility that is open every day. An up-to-date class schedule is posted on the main door of the studio. During this time, access to the studio

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will be limited. Permission to use the Glaze Room during a designated class time will be at the discretion of the instructor on a case-by-case basis.

Outside of class times, the studio is available on a first come, first served basis.

FOR STUDENTS NOT ENROLLED IN CERAMICS CLASSES

Students wishing to use the Glaze Room who are not enrolled in a Ceramic class AND/OR are seeking to pursue an on-going project in ceramic must first contact and be approved for studio access by the manager. Please note, the Glaze Room is in high demand. Please be courteous to other users.

If approved, the student will be notified by email and should schedule a meeting with the Studio Manager to go over safety and technical policies of the studio. Once approved, a student may work independently under guidance of this document. However, they must clean up and store all tools and other materials in between work sessions. This means the tables are cleared at the end of work sessions and no personal belongings remain in the studio.

FIRING PROCEDURES

Please follow glaze firing procedures located in the Glaze Room.

- Students are responsible for placing their work on the appropriate racks to be fired
- Place work toward back of shelves so they won't need to be moved
- DO NOT touch anyone else's work to prevent accidents. Ask for assistance if room is needed.
- Pick up work once fired, space is limited
- Sign every piece CLEARLY on the bottom to prevent confusion
- Keep a record of your work with drawings, notes or photos
- DO NOT take work that is not yours, if unsure ask your instructor for assistance
- The SMFA studio team is not responsible for lost or stolen work
- Only clay from the studio will be fired
- Commercially prepared glazes and underglazes purchased by students must be approved by the Studio Manager or assistant prior to submission for firing.
- Kilns are fired according to the needs of the entire studio
- Kilns will be fired when there is enough work to fill a kiln
- Requests will be considered, but it is the prerogative of the Studio Manager and assistant to determine the kiln loading and firing.
- Each piece must pass a set of standards in order to be fired.
- The Studio Manager reserves the right to reject work that is unsuitable for firing.

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- Rejected work will be left on the cart in the middle of the drying room with an explanation of why it was not fired.
- Greenware will not be fired if it has not properly dried – consider it may take several days to several weeks to dry depending on the thickness of the piece.
- Dry your pieces on your shelf.
- Pieces with too much glaze or a bad glaze combination will not be fired
Consult your instructor if unsure if your piece meets any of these standards
- DO NOT touch the kilns
- Dates for LAST WET WORK and the END OF TERM are posted in the studio. Work placed on shelves after these dates will not be guaranteed finished before the beginning of the next term.

PICK-UP OF WORK

- Allow for at least two weeks after the last day of the firing schedule posted before picking up finished work
- Work can be picked up during regular SMFA hours in the designated areas.

STUDIO SAFETY

- Do not prop open any studio doors. It is a violation of building fire code.
- Do not attempt to use equipment you have not been trained on.
- Do not touch kilns. Only the SMFA studio team is allowed to load, unload, or operate the kilns except for the test kilns. Test kilns are available ONLY with prior approvals.
- Students should not be in the kiln room unattended. Independent Studio participants should seek out a studio worker, the Studio Manager or assistant if you have specific firing requirements.
- Only students that have participated in an authorized training are allowed to touch dry glaze-mixing materials in the glaze lab. No students are permitted to use these materials without training.
- Do your part to prevent airborne clay dust:
 - Clay and glazes contain materials that can be harmful if inhaled
 - Do not sand or stir up dry clay dust in studios. NO BROOMS!
 - Use wet sponges or rags to clean surfaces.
 - There is NO dry sanding in the studio.
- There is NO food or drink allowed in the studio.
- If there is an emergency or injury call TUPD immediately at 617.627.6911 Do not wait for staff or faculty, just call.
- There are no stupid questions. If you do not know where something is or how to use something, please ask a member of the staff.