

## **SMFA Alternative Process Room Policies and Procedures**

Room: B006

Studio Manager: Chris Maliga [chris.maliga@tufts.edu](mailto:chris.maliga@tufts.edu)

Hazard Level: Medium

### **Overview**

The Alternative Process Room allows students to work in a wide range of photographic techniques, primarily using UV contact printing processes. Examples include cyanotype, platinum/palladium, Van Dyke brown, and salt paper. While the sink and UV exposure unit in the studio are enough to complete many processes, this studio is often used in conjunction with the digital lab (for printing negatives) and the main darkroom. This studio also contains enlargers and a sink for producing large-scale gelatin silver prints.

### **Accessing the Alternative Process Room**

- Access to B006 requires the completion of a darkroom health-and-safety training. This training is given by the Studio Manager, and is typically included as part of a darkroom class.
- B006 is accessed via id card swipe at any time of day, except when classes are scheduled inside. A schedule of classes for the current semester is posted on the door.
- Students may also request access via the Photography Studio Manager.
- Once card access is granted to B006, it does not expire until the student graduates.

### **Equipment**

- 30"x40" Edwards Engineered UV Exposure unit
- Leitz enlarger for small and medium format
- Beseler enlarger for 8x10 negatives
- 45"x60" rolling sink

### **Materials**

- Students must bring in their own paper to print on. Paper is available for purchase at the SMFA Art Store and various online and retail vendors.
- Some chemistry is often provided by classes. It will be stored in the yellow cabinet and labeled with the course, semester, and instructor name. Do not use these materials unless you are enrolled in that course, or they are leftover from a previous semester.
- Students using B006 who are not currently enrolled in an alternative processes course should verify with the Studio Manager that their desired process is supported.

## **Staff**

- Student monitors clean and maintain B006 throughout the week. While you are encouraged to ask questions and inform the monitor if there are any issues, the monitor cannot provide instruction on any techniques that you are learning as part of your class. You may use B006 at any time there is not a class scheduled within, regardless of whether or not a monitor is on duty.
- The Studio Manager's office is in room B023. If there is no monitor on duty, please report any issues and direct any questions to the Studio Manager. If he is not in his office, you can e-mail him at [chris.maliga@tufts.edu](mailto:chris.maliga@tufts.edu)

## **Studio Etiquette**

- Please plan your time carefully when using B006. Hand-coated wet processes require a certain amount of time for setup, drying, and clean-up.
- There is no storage of artwork or personal items allowed in B006.
- If you run into any problem with equipment, please inform the monitor on duty or the Studio Manager immediately.

## **Cleanliness**

- Please allot at least 15 minutes at the end of your work session for clean-up.
- Pick up and dispose of any paper scraps, including test strips.
- Thoroughly rinse all of the trays that you use, and dry them with the paper towels in the studio.
- Return any contact frames you've borrowed to the main darkroom.