



2011 STUDENT GUIDE

IMPORTANT STUDENT INFORMATION

THE CERAMICS CENTER
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www.theceramicscenter.org

Creating, Learning, and Working
Together in the Ceramic Arts
WELCOME TO THE CERAMICS CENTER!

I would like to welcome new and returning students to The Ceramics Center. Thank you for taking classes with us this session. Please use this guide as a reference tool for classes and Center studio policies. There is a lot going on here at The Ceramics Center, please explore all of the options we offer.

The Ceramics Center is a non-profit facility whose purpose is to promote understanding, appreciation and professional development in the ceramic arts. The Center is organized and operated by Iowa Artworks, Inc., a 501(c)(3) not for profit organization supported by earned income, grants, private contributions and memberships.

Facility Information

- Our facility is handicapped accessible.
- Please watch your personal belongings and leave valuables at home.
- Report any problems/concerns immediately.
- Bathrooms are down the hall near the freight elevator.
- Please do not use your cell phone in The Center unless in case of emergency.
- New student information is often posted on the bulletin board inside the main entrance. Check this regularly for important information.
- Each student will receive one shelf for each class. Please check with Ben if your work exceeds your shelf space.

Studio Hours

Students may use The Ceramics Center's facility and equipment outside of class during normal business hours. ONLY students CURRENTLY enrolled in classes or who are signed up for open studio may use the facilities. Children, friends of students, and pets are not allowed to "hang" out in the studio. Open studio hours do not extend between terms.

Tuesday – Thursday: 9am – 9pm
Friday: 9am – 4pm
Saturday: 10am – 4pm

The Ceramics Center Store

The Store at The Ceramics Center is available for students to purchase clay, tools, and glass that they may use in the various classes offered at The Ceramics Center. The Store is open during normal business hours and accepts cash, check, as well as Visa, MasterCard, and Discover.

C L A Y

Wet Work

You may make new wet work up to the last 2 weeks of the term to have it in the last glaze firing. For example, in an 8-week class, you have 6 weeks to make new work, and 2 weeks to finish it. The 6th week is your last to make new wet work, your 7th week is your last to trim and finish all work, and the 8th week is for glazing all work for the final glaze firing.

- All work must be made at The Ceramics Center
- Sign all work in order to have it fired.
- Work that is too thick, cracking, unsigned, or generally unfinished will not be fired.
- Size limitation: work should not exceed 22"W x 22"D x 24"H
- All work must be moved to the appropriate cart in order to be fired. Work left on your shelf will NOT be fired.
- Work made after the 2 week cut-off will NOT be fired.

Glazing

All high-fire glazes are all named with **white** labels on the bucket and the lid. Low-fire glazes are all named with **gold** labels on the bucket and the lid. Make sure that the lid and bucket match before glazing your work. Please check with your instructor if you are unsure about which glazes to use.

- All work must be measured for volume, a ticket must be filled out, and it must be paid for in order to be fired.
- Glazing must be completed by the end of your final class period.
- You may NOT bring in outside glazes or clays or other materials.

Your work **will not** be fired if:

- Glaze is too close to or on the bottom of the pot.
- Glaze is too thick and is cracking off.
- Glaze is suspected of being for the wrong kiln.

Firing Costs

Costs per cubic inch include bisque, shop glazes, and glaze firing. Full Kiln Load price is one firing only. Glaze loads include shop glazes.

Electric Kiln	\$0.01/ cubic inch
Full Electric Kiln Load	\$40.00 (10 cu.ft.) BISQUE \$45.00 (10 cu.ft.) GLAZE
Gas Kiln	\$0.02/ cubic inch

Firing

- Place your work on the correct cart to make sure it is properly fired and in a timely manner. Carts are marked as bisque or glaze.
- Glazed low-fire work must be placed separately; your instructor will tell you where to place your work if it will be fired at any temperature other than cone 7.
- Check the carts for finished bisque ware and glaze it promptly in order to keep work from backing up.
- Many different factors can delay the firing or unloading of a kiln. Please keep this in mind when waiting for your work.
- Cracked, broken, and unsigned work **will not** be fired.

Fired Work

- Fired bisque and glaze work will be held for 4 weeks after the end of the class session, the cut-off date will be posted on the board. Any work left at The Ceramics Center beyond that date becomes our property.
- **Take your work, tools, and leftover clay home with you on your last day of class if you are not already signed-up and paid for the following session.**

Clean-Up Procedures

It is important to keep the classrooms, open studio, and glaze areas clean. Clay and glaze material left on floors and other surfaces become a fine silica dust which gets circulated through the air. Prolonged exposure to this dust can cause health problems for people who spend a lot of time working in the studios. Please make sure you clean up your spills, trimmings, and slops before they become dust.

- No sanding green-ware or bisque-ware in the studio.
- Pour off water and then put heavy slips into the large slop buckets, marked with your type of clay.
- Thoroughly clean wheels, splash pans, stools, tables, floors, and bats after each use.
- After cleaning your wheel, be sure to turn it off and place the stool on top of it. This lets us know it was properly cleaned and it makes mopping up easier.
- Scrape down wedging and work tables after using them.
- Return glazes to their proper container and location. Clean glaze tables. Replace lids on all glaze containers.
- Return studio tools to their proper location.

I N F O R M A T I O N

Open Studio Rules

- Only registered students in an adult-level class and "Open Studio" renters are permitted to work in the main studio or classroom.
- Anyone under 16 is not permitted to use the open studio or classroom if their class is not in session.
- Friends and family are welcome to visit on occasion, but are not allowed to use the facilities or "hang-out" (meaning: staying around for an extended period, longer than 15 minutes).
- On occasion, the studios will be closed for special events. Watch for postings on the message board.
- This is a non-smoking facility.
- No Pets.
- If you would like to use a piece of equipment, and are not sure how it works, please ask for help.
- Use only clays and glazes either purchased through the Ceramic Center or approved by the Center's staff. No exceptions.
- You must clean up your work area, wheels, tables, glaze or kiln before leaving the building.
- When you are finished working, check the floor; if it is dirty, use the mop and/or broom.
- Use headphones for music in the studio.
- Please use only your assigned area on the storage shelves. Keep all of your things on these shelves. Do not store anything on the floor.

Weather Policy

In the case of inclement weather we will inform you of any changes to classes and studio hours through multiple methods:

- Phone Message left at 319-365-9644
- Website's homepage – www.theceramicscenter.org
- Local News Stations – KGAN, KCRG, KWWL *listed as "The Ceramics Center"
- E-Mail – if you are on our list you should receive an e-mail update

Evaluations

Class evaluation forms are handed out at the end of each session. We rely on the information gathered from these forms for guidance in designing and improving classes and offering feedback to our faculty. Please write down any suggestions and concerns you have. Also, please feel free to come talk to me about any immediate concerns.

Membership

Members of The Ceramics Center receive discounts on all classes and workshops for one full year. Please see any Center staff member to inquire about becoming a member. You also get a t-shirt.

Resident Artists

The Resident Artist program at The Ceramics Center is designed to provide emerging ceramic artists with an environment – the space, facilities, time and professional interaction – that will foster and further develop their ideas, skills, abilities and focus as ceramic artists. The Ceramics Center can accommodate up to six Resident Artists, each staying typically for a 12 month period of time. Residents are given private studio space, 24/7 access to the facilities, discounted materials, and teaching opportunities. In return they help to staff The Ceramics Center on a daily basis, load and unload kilns, maintain the studio, and work in the office. Current residents include functional potters, vessel makers, sculptors, and conceptual artists.

Current Resident Artists:

Andy Gremmell, Kelsey Howard, Josh Gerber, Alex Mykris, Jeffrey Flug

Iowa Art Works Board of Directors

Martha Hedberg-Latta– *Chair*
John Beckelman– *Vice Chair*
Kit Weston – *Secretary*
Amy Kilpatrick – *Treasurer*
Carol Nordstrom– *Volunteer Coordinator*
Helga Mahew
Tony Balick
Alan Harrington
Barbara McCuskey
Teresa Childers
Jane Nelson

The Ceramics Center Staff

Ben Jensen – *Executive Director and Instructor*
Teresa Childers – *Instructor*
Jeff Rinderknecht – *Instructor*
Elizabeth Wilson – *Administrative Specialist*