



## University of Detroit Mercy | School of Architecture

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### Studio Culture Policy | Honor Code

The adoption of the SOA Honor Code was approved by the Faculty Council and the Student Advisory Group in September of 2004. This document was updated in 2013 based on additional feedback from students. This code applies to and will be followed by students, faculty and staff.

1. Faculty, students and staff will honor all published University policies regarding conduct including sexual harassment. Students will specifically honor the student conduct policies found in the Student Handbook at <http://www.udmercy.edu/slo/office/handbook/index.htm>, Also refer to the University Policy on Sexual Harassment which can be found at [https://udmercy.edu/life/public-safety/files/Sex\\_Misconduct\\_Policy.pdf](https://udmercy.edu/life/public-safety/files/Sex_Misconduct_Policy.pdf)
2. As a member of the School of Architecture community, faculty, students, staff and guests will take on the responsibility that comes with participation in such a learning community and will treat all members of the community with courtesy, dignity and respect. This includes by example the following:
  - Faculty will treat students with fairness and consistency, without bias.
  - Likewise, students will treat faculty and staff with respect and courtesy.
  - Faculty will respect the academic workload of students and recognize that they have exams, papers and projects due in other classes besides their own.
  - Students and faculty can expect studios and critiques or juries that are free from verbal, physical or emotional abuse.
  - Students, faculty and staff can expect an environment that does not “shun” fellow students or colleagues or in any way discriminate against others.
  - Students can expect clear grading criteria from faculty including expectations regarding attendance, participation and completion of projects.
  - Faculty, students and staff will keep all grades and evaluations confidential.
  - Students and faculty can expect studios that are devoid of sexually explicit material or language.
  - Music or other audio entertainment will be played in studios with earphones only, or at respectable volumes after business hours if agreeable to all students.
3. Students, faculty and staff will exhibit the utmost personal and professional integrity in the pursuit of work and will not in any way misrepresent the work of others as their own. A student will be properly registered in each class the student attends and will not complete assignments in place of and for the benefit of another student. Please refer also to the University policy on plagiarism.  
<http://research.udmercy.edu/policies/integrity/page.php?query=plagiarism>
4. Students, faculty and staff will respect the physical place occupied by the School including its contents and the belongings of others. This includes by example the following:
  - No defacing in or around the School of Architecture including but not limited to spray painting, writing or drawing on walls, ceilings and floors and furniture. Spray painting must occur outside on protected surfaces so no University property is damaged, which includes but is not limited to sidewalks, benches, tables or any building surface.
  - No cutting is allowed on any unprotected surfaces including desks, tables and floors.

- Students will take full responsibility for the maintenance of their desk, locker, stool or chair, and computer if provided, for the entire semester. Any damage to the School of Architecture or its property is subject to be replaced or repaired at the expense of the party or parties involved.
  - Students will not use the materials and equipment of others without their expressed consent.
  - Students and faculty will not deface, destroy or harm in any way the work of other students or faculty.
5. The School of Architecture building is a smoke free, drug free and alcohol free environment. As an academic space, University policy defines ALL spaces within the Architecture building as public space and therefore students are not to be in the possession of drugs or alcohol in the building. Alcohol is only permitted at special events approved by the Dean of the SOA. Smoking within 15 feet of any building entrance is strictly prohibited, and smoking is ONLY allowed in designated exterior locations on campus, and proper disposal of cigarette butts is mandatory.
6. Students, faculty and staff will make all efforts to make the building safe and secure for the protection of the learning community. 24 hour building access is a privilege, not a right. Abusing such privileges could result in temporary or permanent removal of 24 hour building access for any student(s). Efforts to keep the building secure include the following.
- All building doors and windows should be locked and not propped open after hours.
  - No studio should be left open and unlocked when unattended.
  - After hours visitors are discouraged. Any visitor such as a family member or nonf architecture UMD student who is given access to the building is the responsibility of his/her host. A student granting access to a visitor will take full responsibility for any actions or damages such guest(s) may perform, and in such instance disciplinary action will be taken against the student who granted entry.
  - Do not allow building or studio access to a stranger who does not have a UDM ID card.
  - Do not leave personal belongings including laptops unattended or visible.
  - Do not confront strangers or anyone engaging in suspicious behavior.
  - Call Public Safety immediately for assistance if any safety concerns arise or if suspicious behavior of any kind is occurring. (993-1123 or 993-1234 for non-emergency.)
7. Students, faculty and staff will report any violation of the Honor Code and Studio Culture Policy that they witness.
8. Violation of the Honor Code and Studio Culture Policy is subject to serious disciplinary action including but not limited to suspension or expulsion. When a violation cannot be resolved informally or when such policies stated above are offended repeatedly, formal measures will be taken. Formal disciplinary processes for students are included in the Student Handbook.
9. This policy will be displayed in all studios at all times.
10. All new students, faculty, and staff will sign a copy of this policy at the beginning of each semester in order to be granted 24 hour access to the building.

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Printed Name

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Signature

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Date