INTENT

The art model is a critical and widely accepted part of art program delivery. The art model is essential to the training of the professional artist and art educator. This policy establishes procedures for the employment and supervision of the art model.

POLICY

The art model shall be hired as an independent contractor and not as an employee of the University. Compensation shall be on an hourly rate per class. No differentiation shall be made for posing clothed or disrobed. Contractors for modeling will need to be nineteen years of age or older.

PROCEDURES

A. HIRING

1. The Art Department shall notify the Purchasing Office through the Dean of Liberal Arts of art class requirements for art models.
2. The Purchasing Office shall follow authorized service purchase contract procedures to engage sufficient art models to cover class requirements.
3. At the time of engagement, art models shall be provided by the Art Department Office with a written assignment schedule.

B. WORK RULES

1. If a scheduling change occurs, the art instructor shall attempt to notify the model as soon as possible, but at least one day in advance of the change. Failure to attempt to notify the model shall result in payment for the contracted service. If a model is notified of a change in schedule, there will be an attempt to assign the planned hours to the same model if academically appropriate.
2. If the art model is unable to meet a scheduled assignment because of illness or personal reason, the model shall notify the Art Department Office as soon as possible. No payment shall be made for work not performed due to illness or personal reason.

3. Models shall maintain a log of the dates and hours worked. This log is to be signed by the classroom instructor at the close of each class. The art model shall submit an invoice of the hours worked with the log attached to the Art Department for processing of payment.

4. The art instructor shall insure that the classroom setting offers the model and students appropriate decorum. The art instructor shall be present in the classroom when the art model is posing.

5. The art model, who poses nude, completely or partially, shall wear a robe when not actually posing. The model shall neither dress into nor from street clothing in the presence of the class.

6. No photography shall be permitted in the classroom unless written permission is given by the model.

7. This policy shall be attached to and made part of every service purchase contract for models; but, no contract shall be void because of the failure of the University to include the policy.