

Appendix D

Art Model Policy for Faculty

In support of professional standards, college art departments and workshop leaders are encouraged to adopt this policy. It may be downloaded for free at www.artmodelbook.com. This policy is based on a document provided courtesy of Nancy Lilly, retired model manager for Art Center College of Design and Chouinard Foundation.

Faculty will submit Model Request Forms as soon as possible before a class is to begin. This will help to ensure scheduling of appropriate support, based upon the focus of their class(es). Last minute bookings are often difficult to arrange.

If a model's booking is canceled by the school—through no fault of the model—five business days or less before the scheduled booking, the school will pay the model unless a replacement booking can be scheduled during that business week. If the booking is canceled through fault of the model, no payment will be made.

Model pay scale will remain consistent with other schools and departments of art. Models will be paid for a minimum of three hours per session, even if a class is shorter or the model is dismissed early. Extra pay allotments may be made for costumes, draperies, special make-up, etc. at the discretion of the school.

The number of models allowed per class is based upon the number of students in the class, the type of class, the needs of the instructor, and the budget. Requests for extra models should go through the office, where the needs can be balanced with the budget. Often, even in a small class, a compositional problem necessitates the use of two (or more) models on an occasional basis.*

Due to budget, insurance, and organizational considerations, bookings must be done through the school, and models who are to be booked must have paperwork on file with XYZ College. Individual bookings by faculty will not be honored; the model will not be allowed to pose and will not be paid.

Problems with models should be dealt with privately, not in front of the class. Sometimes a model's abilities and personality fit well in one class but not in another. Give feedback to the person booking the models.

The following must be cleared ahead of time:

- Figure models working together on the same stand.
- Male and female models posing nude in same studio.

Safety considerations—safety has priority before aesthetics. No model should be expected to work in an unsafe or insecure environment. Any posing on higher than usual stands, on ladders, or other non-traditional settings must be cleared with the model at the time of the booking, not at the last minute.

Models are to receive a five-minute rest break after each 20-25 minute posing session. If a longer posing time is required for some reason, this must be cleared with the model before the pose begins. Holding a pose is more strenuous than it may appear. This recovery period is industry standard.

No unauthorized people are allowed to enter the studio when a model is posing nude. In case of visitors, tours, etc., permission from both teacher and model must be given. The model is to be given the opportunity to put on a robe and take a break while visitors go through.

No cameras are allowed in the studio. Photos, videos, etc. are prohibited unless specific permission has been given and releases have been signed.

Students may not pose nude. In the event a model does not show up, students may take turns posing, but must remain clothed. Privacy is very important for the security of the model. If a model is both attending classes and figure modeling at a school, he or she is too vulnerable.

Do not touch the model without permission. To point out lighting or anatomy features, a laser pointer is advised.

Model stands are for the use of models and for set-ups designated by faculty. They are not for student use as an easel substitute, picnic table, etc. Models should be supplied with fans or space heaters as necessary and given a clean environment in which to work.

Location projects – The model, as well as the students, must sign a location waiver. This must be done before the location trip and be on file at the time of the trip.

Models are vulnerable, particularly when they are working for a figure class. A good model is working harder and hurting more than you will ever know unless you have done it yourself. The respect and appreciation that XYZ College, its faculty, and students show toward the models will influence how much effort the models make.

*XYZ College budget guidelines for booking two models:

- 20 or more students in a figure drawing class.
- 18 or more students in a painting class
- 16 or more students in any class that needs the student to be involved with detail (such as portraiture).