



Delaware College of Art and Design

Institutional Policies

Per DCAD website 2/8/2016

The Delaware College of Art and Design is dedicated to providing an academic environment that is racially and culturally diverse. Intellectual, artistic and professional growth is enhanced in an atmosphere that supports and encourages mutual respect for individual differences.

NON-DISCRIMINATION

The Delaware College of Art and Design is committed to a policy of equal opportunity for all educational activities, admissions, scholarship and loan programs, and employment. Discrimination on the basis of color, national origin, religion, sex, sexual orientation, age, physical disability, marital status or other protected status is prohibited at the Delaware College of Art and Design. Acts of discrimination that limit or deny access to the educational process for those subjected to such harassment and that create a hostile environment are not consistent with the philosophy or mission of the Delaware College of Art and Design.

SEXUAL HARASSMENT

Sexual harassment is not simply inappropriate behavior, it is against the law. It is a form of discrimination and is specifically addressed in Title VII of the 1964 Civil Rights Act and in Title IX of the Education Amendments of 1972. Harassment is defined as “unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature.”

Sexual harassment can occur in situations where one person has power over another or can provide benefits or negative consequences to another, but it can also occur between equals. Fundamentally, it is inappropriate for anyone in an educational or professional situation to behave in any way that causes embarrassment, intimidation, hostility or a psychologically uncomfortable environment. Suspected incidents of sexual harassment should be immediately reported to the Director of Student Services or President.

While extremely sensitive to the issue of sexual harassment, the Delaware College of Art and Design has limited jurisdiction to act on these matters unless the student involved is willing to report such incidents to the proper authorities. The DCAD administration will facilitate this process in whatever way possible. Information of this nature will be kept in the strictest of confidence.

STUDENTS WITH SPECIAL NEEDS

The Americans with Disabilities Act was signed into law in July of 1990. Section 504, referred to as the “Civil Rights Act” for people with disabilities, mandates that “no otherwise qualified handicapped individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving federal financial assistance.” The Delaware College of Art and Design adheres to this law and, whenever possible and appropriate, will make reasonable physical or instructional accommodations for students with documented disabilities. Although DCAD does not have a special program for students with learning disabilities, every effort will be made to provide appropriate teaching strategies to meet the needs of students with learning disabilities. Students with appropriately documented disabilities who

have made specific accommodation requests to which they deem to have received an insufficient response can appeal through the Student Grievance Process as outlined in the Student Handbook. Please contact the Office of Student Services for assistance in this area.

ALCOHOL AND ILLEGAL DRUG POLICY

The Delaware College of Art and Design policy regarding alcoholic beverages and illegal drugs has been established for the well-being of faculty, students, and staff. It is intended to promote and maintain a safe environment that is conducive to learning and to protect individuals and the institution from liability. The Delaware College of Art and Design does not condone the violation of Delaware and federal laws pertaining to the use of alcohol and illegal drugs. All students, faculty and administrative staff are expected to be familiar with and abide by these laws and regulations. Violations of the alcohol and/or illegal drug policy will be cause for suspension or dismissal from the College. In addition, violators are subject to criminal charges and prosecution for violation of Delaware laws and ordinances. DCAD reserves the right to require participation in an alcohol or illegal drug counseling program for any student whose substance abuse problem affects his or her education or that of other students. In the event that the student is classified as dependent by the IRS, Delaware College of Art and Design also reserves the right to contact a parent in the event of alcohol and drug violations.

DISCIPLINARY ACTION

Violations of the Delaware College of Art and Design Illegal Drug and/or Alcohol Policy will result in appropriate disciplinary action, depending upon the nature of the offense. Disciplinary action may result in suspension or dismissal from DCAD.

VISITORS AND CHILDREN

Visitors to the school are limited to those people who are formally accompanied by staff, faculty or students, and to those who come to see exhibitions. Visitors should sign in with the security guard prior to meeting with faculty, staff or students. Anyone who expects a visitor should meet them at the school entrance. Visitors may not enter studios unaccompanied while classes are in session. Children of students are not permitted in the studios while classes are in session.

RETENTION OF STUDENT WORK

The Delaware College of Art and Design reserves the right to photograph, exhibit or publish any student work, and the right to retain any student work for such purposes. DCAD is not responsible for any loss or damage to student work under any circumstances.

POLICY CHANGES

The faculty and administration of the Delaware College of Art and Design reserve the right to alter policies and practices pertaining to courses, fees, credit structures and other notices in this publication deemed necessary for the proper functioning of the School.