

## Course Information

Semester & Year: Fall 2022

Course ID & Section #: Art 60 (053421)

Instructor's name: Erin Austin (she/her)

Day/Time of required meetings: Monday and Wednesday, 11:00 am – 2:10 pm

Location: CA 135

Course units: 3

## Instructor Contact Information

Office location: Online – please email me through canvas to make arrangements

Office hours: By Appointment

Email address: erin-austin@redwoods.edu

## Catalog Description

An introduction to the design and production of jewelry and small-scale metal works, including studio safety. Processes explored include surface embellishment, fabrication, tool-making and stone setting, and their integration in student-created art work.

## Course Student Learning Outcomes

1. Join various pieces of metal together into a single object or composition using a variety of means (i.e. solder joints, fused metals, rivets, bendable tabs, etc.).
2. Construct and set a bezel capable of entrapping a gemstone or similar object in/on jewelry or a metal composition.
3. Create jewelry that speaks to personal adornment and the possibilities of communicating an understanding of a variety of historical, contemporary, and multicultural perspectives.

## Accessibility

College of the Redwoods is committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or [Disability Services and Programs for Students](#) (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1<sup>st</sup> floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

If you are taking online classes DSPS will email approved accommodations for distance education classes to your instructor. In the case of face-to-face instruction, please present your written accommodation request to your instructor at least one week before the needed accommodation so that necessary

arrangements can be made. Last minute arrangements or post-test adjustments usually cannot be accommodated.

## Student Support

Good information and clear communication about your needs will help you be successful. Please let your instructor know about any specific challenges or technology limitations that might affect your participation in class. College of the Redwoods wants every student to be successful.

## Admissions deadlines & enrollment policies

### Fall 2022 Dates

- Classes begin: 8/20/22
- Last day to add a class: 8/26/22
- Last day to drop without a W and receive a refund: 9/02/22
- Labor Day Holiday (all campuses closed): 09/05/22
- Census date: 9/06/22 or 20% into class duration
- Last day to petition to file P/NP option: 09/16/22
- Last day to petition to graduate or apply for certificate: 10/27/22
- Last day for student-initiated W (no refund): 10/28/22
- Last day for faculty-initiated W (no refund): 10/28/22
- Veteran's Day (all campuses closed): 11/11/22
- Fall Break (no classes): 11/21/22 – 11/25/22
- Thanksgiving Holiday (all campuses closed): 11/23/22 – 11/25/22
- Final examinations: 12/10/22 – 12/16/22
- Semester ends: 12/16/22
- Grades available for transcript release: approximately 01/06/23

## Academic dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

## Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's

directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct ([AP 5500](#)) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the [College Catalog](#) and on the [College of the Redwoods website](#).

## Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

## Course Overview:

### Time Commitment:

Students should expect to spend a minimum of (5) hours a week outside of the scheduled class time to pass the class (C- or better).

### Attendance:

Attendance is essential to your success in this class. Regular and punctual class attendance is expected. 80% of our class meetings include at least one (sometimes multiple) demonstrations on a process that you will need to complete the current assignment, or consist of mandatory critiques (think: major test or paper due). Any missed demonstrations may only be made up with the instructor. Missed critiques cannot be made up, and will have an impact on your grade.

Communication is key. If you know you'll miss a class, let me know ahead of time. If you miss a class unexpectedly, email me as soon as you possibly can to arrange a makeup demo. Contacting me is your responsibility. I want you to stay caught up and succeed in this course! Excessive tardiness will also have an impact on your attendance. Consistent late arrivals or early departures will also affect your final grade. Demos occur at the beginning of class. Arriving late is not only disruptive, but you will likely miss important information. If you are very late and miss a demonstration at the beginning of class, this counts as being absent!

### Make-up Demos:

Life doesn't stop just because you're a student. Absences happen. We want to avoid them as much as we can, but sometimes that's just not possible. So now what?

1. Contact me via canvas email to arrange a makeup demonstration of what you missed during class. Do not ask another student to demonstrate missed demos.

2. Refer to handouts/videos on canvas (if applicable) to help you prepare for the make-up demo.
3. Print out the handouts on the demo (if applicable) from canvas and be prepared to take additional notes during the makeup demonstration.
4. Obtain notes from a fellow student and transcribe them in your sketchbook  
     Name \_\_\_\_\_ Contact Info \_\_\_\_\_  
     Name \_\_\_\_\_ Contact Info \_\_\_\_\_
5. Arrive at the make-up demo on time and prepared with questions about the process you missed.

## Course Supply Requirements:

### Required Course Supplies:

#### Talisman

- Wet/Dry Sandpaper, 2 each of 320, 400, 600 grit
- 6" Needle File Set
- Round Nose Pliers
- Chain Nose Pliers
- Flat Nose Pliers
- Flush Cutters
- Saw Frame (4" deep)

#### Hardware store

- Required: Splash goggles - must be ANSI z87 rated
- N95 Dust Mask
- C-clamp (3 - 4 inch opening)
- Fine point sharpie
- Wooden yardstick -or- 3 paint stir sticks
- Scribe
- 8" Half round file (Nicholson)
- Saw blades (Peirsons)
- Wet/Dry Sandpaper, 2 each of 320, 400, 600 grit (if not purchased at Talisman)

#### Other Required Supplies

- X-acto knife
- Sketchbook and binder
- Pencil
- Tea towel or rag
- Close Toed Shoes

### Suggested/Optional Supplies:

- Apron, lab coat, or smock (to protect your clothes)
- Art bin or Craft storage kit/tool kit for transporting supplies
- Safety Glasses to wear when sawing if goggles bother you (must be ANSI z87)
- Sawblades (Pierson's)

## Required Texts: Sketchbooks, Binders, Canvas

You will develop your own 'textbooks' for this course throughout the semester by organizing your handouts in a three-ring binder, in addition to utilizing a sketchbook at each class meeting. This binder will also have specific safety information on the handouts for each process we use. This is why we require a binder and a sketchbook dedicated to this class. The binder and sketchbook are part of your overall grade and they will be checked periodically, so they should be organized and brought to class every day. Your binder and sketchbook will be a great resource to you if you decide to continue in Jewelry and Small Metals!

### Handouts:

Handouts, in addition to your notes, will be provided throughout the semester. These should be organized in the three-ring binder outlined above. Handouts are not intended to provide all the information for the course but are supplements to the notes that you take.

### Other notes on your sketchbook and binder, and canvas:

- Major projects will begin with initial sketches, paper models, and detailed plans. These will be a factor in the overall grade (sketches, models, and plans will be given due dates). Your sketchbook is one place where you will record your sketches and plans.
- It is important to bring your sketchbook and binder to every class, for storing handouts and safety information, sketching ideas, and taking notes.
- Taking notes is one way to recall information from demos in this class and will be an important resource for you. If you miss a class please obtain notes from a classmate.
- As a rule of thumb, If something is written on the board it should also be written in your notes.
- Referring to handouts and notes while working in the jewelry studio is extremely important and is easy when they are well organized.
- You should also use your sketchbook and binder at make-up demonstrations and while watching demo videos. Refer to the attendance section in this syllabus for more details.

## Canvas

### Setting Your Preferred Name in Canvas

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. This does not change your legal name in our records. See the [Student Information Update form](#).

### How we will use Canvas

- Weekly Announcements with due dates and important information will be sent via canvas as well as relayed in the classroom. Please check your Canvas settings to be sure you are receiving announcements.
- Consider your binder and sketchbook as your main resource while you are working in the studio, and canvas as your resource to print extra handouts, access demo videos or other digital media, and review your grades and attendance record.

- Canvas will also be used for class discussions, quizzes, and additional resources throughout the semester.
- The syllabus, calendar, handouts, and project descriptions/rubrics will be available on Canvas for your reference.
- Please send all email communications through canvas as well.

Log into Canvas at <https://redwoods.instructure.com>

Password is your 8 digit birth date

For tech help, email [its@redwoods.edu](mailto:its@redwoods.edu) or call 707-476-4160

Canvas Help for students: <https://webapps.redwoods.edu/tutorial/>

Canvas online orientation workshop: [Canvas Student Orientation Course \(instructure.com\)](#)

## Class Structure:

Student work for this class will consist of a series of written/discussion assignments, minor projects, and major projects.

Each project will begin with an introduction, demonstrations, and individual and/or group sketch/model critique. Projects may also require samples in addition to the final piece. Class time will be allotted to work on each project, but expect to commit time outside of class in order to complete each assignment. There will be designated studio work days for each project and additional demonstrations as needed. Each major project will conclude with a major class critique of the finished work.

In addition, throughout the semester additional quizzes, forms, discussions, and exercises may be presented for grading and proof of comprehension of demonstrations and materials covered in class.

## Assignment Overview:

Course work this semester will include one (1) ongoing research assignment, three (3) mini-projects, and two (2) major projects. Attendance, participation, preparedness, and extra credit opportunities will also be factored into your final grade. More information is available in the grading section of the syllabus.

### Research Assignment - Meet the Artist

This is an ongoing research assignment that culminates with students writing an artist review. Several artists working in the jewelry field will be presented via video throughout the semester. Each artist explores different topics and techniques. After “meeting” all of the artists, students will choose one to research further. The finished artist review will be due the week of finals.

### Mini-Projects

Mini projects explore a variety of skills and result in fully finished, wearable objects. These projects may also be jumping-off points for larger works.

1. Roll Printed Brooch
2. Bezel Set Ring
3. Hollow Form

## **Major Projects:**

Each major project will begin with visual presentations and demonstrations, followed by designated studio workdays, designated in-progress critique/check in days, and will conclude with a final due date and critique of finished work. Drawings and/or models, samples, and artist statements will be factored into the grade for each major project.

### ***Project 1: The Sample and the Series***

Project 1 presents a variety of metalsmithing skills with a focus on the value of samples. Students will begin to think about creating a personal visual language through a series of related and wearable objects.

### ***Project 2: Narrative***

In project 2 students will utilize skills developed previously in the semester to create a larger scale, wearable brooch or pendant that revolves around a narrative of the student's choice. Special attention will be given to the creation of depth on 2D surfaces, the incorporation of multiple techniques and processes, and attention to finish/craft.

## **Additional Graded Assignments:**

In addition to the projects listed above the following items will also be calculated as part of your final grade, through a deduction or addition of points:

## **Participation**

Participation points will be captured across several areas including preparation, quizzes, discussions, and critiques.

### ***Preparation***

In this course preparation means arriving to the studio with the tools you will need to have a productive and safe experience. This includes the appropriate Personal Protective Equipment (PPE), a sketchbook, and other tools and supplies essential to the course.

### ***Quizzes***

Short quizzes that focus on safety and tool use will be required throughout the semester. All quizzes will be completed on canvas.

### ***Discussions***

Discussions will take place on canvas and will often include one or more readings and/or a visit to a virtual exhibition. Points for discussions will be factored into your overall participation grade. Discussion topics may include the following:

- What is Art Jewelry
- Creating Meaning
- Principles of Design

## **Artist Statements and Critiques:**

### ***Artist Statements***

Points for Artist Statements will be factored into the grade for each major project. Artist Statements allow you to clarify your intentions to your audience and will be displayed during critiques. You may choose to decline the display of your artist statement if it includes sensitive information, but you will be required to turn in an Artist Statement with each piece.

### ***Critiques***

Major projects will have both model and final critiques. These critiques are part of your participation grade and will help you better understand your work and the work of others. Critiques provide you, the artist, with important information about how others perceive your work. Critiques in this class will take a variety of forms and will be open discussions about completed work using constructive, critical, and intelligent feedback. Critiques are important assessments of your progress in the course (equivalent to quizzes/tests/papers, in other classes). Critiques also help you develop presentation skills and a professional approach to discussing your work. The critique process will give you the chance to answer and ask questions, as well as share your own thoughts and experiences related to the projects. Attendance during critique is crucial and required. Everyone is expected to have their work finished and ready for display at the beginning of class on critique days.

### ***Final Class Critique***

Our final class critique will take place at the last regular class meeting. For this final critique you will display and turn in all of your completed projects so please hold on to all of your work as the semester progresses. No physical work will be accepted after this date.

### ***1-on-1 Critiques***

During finals week, students may schedule a 1-on-1 critique. This will also be the time to pick up all of our work. More information will be provided toward the end of the semester.

## **Extra Credit:**

Understanding things happen and extra credit may be helpful to improve your grade and/or offer an extra learning experience, several extra credit opportunities across a variety of formats will be introduced throughout the semester. Some will have specific due dates, but all extra credit must be handed in by the final critique for consideration in your grade.

## **Grading:**

All work is due at the beginning of the class unless otherwise noted (due dates are noted in the class calendar and on assignment sheets). Unfinished work will not be accepted for full points. Late work will

result in a lowered grade (see Late Work below). Class participation, preparation, notes, and your sketchbook will be factored into your final grade. Grading criteria will be outlined in each project description with additional details in the rubric (available on canvas).

## **Total Points Possible - 700**

Research Project - 100

Major Projects - 200

Mini Projects - 150

Participation and Preparation - 250

## **Grading Scale:**

100-93% A

92-90 % A-

89-87 % B+

86-83 % B

82-80 % B-

79-77 % C+

76-73 % C

72-70 % C-

69-66 % D+

65-60 % D

## **Late Work:**

All work is due at the beginning of the class unless otherwise noted in the assignment or class calendar. Major projects will automatically be docked 5 points and an additional number of points (2) will be removed every class meeting thereafter. Late, unfinished, or work that is irrelevant to the assigned project will not be included in final critiques.

Work may be resubmitted after it is graded for an improved grade. Up to full credit can be obtained (minus any late deductions for missing the original critique date). You are welcome to ask questions about how your grade can be improved and feedback will be included on canvas. Late projects and resubmissions will not be accepted after the last class meeting.

## **Attendance:**

Attendance is recorded via canvas for your records. Absences beyond 3 due to emergency or illness must be supported by documentation in order for them to be excused. 6 absences may result in failure of the course.

## **Safety:**

Safety is extremely important in this class. Before you can work in the studio, you

must complete a safety quiz relating to general safety or specific tools. More detailed instructions for necessary tools and pieces of equipment will be demonstrated by the instructor throughout the semester. Any violation of safety rules and procedures may lead to immediate ejection from the studio, limited studio access, and/or removal from the class.

## Covid-19:

- You must wear a mask that fits properly around your mouth and nose. Goggles and safety glasses may fog if your mask does not fit well. Choose a mask with a metal nose strip to reduce fogging.
- Wash your hands upon entry to the studio.

## **Additional Covid Safety Measures**

- First and foremost, if you are feeling unwell or have any symptoms of Covid do not come to class.
- Familiarize yourself with the current Covid procedures on campus. The flowsheet will be posted in the classroom near the door.
- All students are highly encouraged to wear a mask in the studio at all times, vaccinated or unvaccinated.
- We will pick desks on our second day of class and you will use the same desk each day. Please keep your tools and materials confined to your half of the desk.
- Shared workspaces (drill areas, flex shaft desks, soldering stations) will be cleaned often.
- Please keep as much distance from other students and the instructor as possible.
- Respect other students' space when they are working at their benches or using a tool or machinery. If you're waiting to use something, let that student know to inform you when they are done, or wait a few feet away from the student.

## Working From Home:

Students are expected to follow the same safety precautions while working at home, that they would while working in the studio.

## Basic Rules:

- Close Toed shoes are required to work in the studio.
- Always wear splash goggles when working with liquids, or in the vicinity of someone working with liquids (this includes flux and molten metal/solder).
- Always wear eye protection when using a jeweler's saw.
- Wear a dust mask when the materials create dust.
- Turn on the ventilation system when using the torches.

- Do not use any tools, equipment, machinery, or perform any processes that have not been demonstrated to you by the instructor. Other students are not allowed to demonstrate for you.
- Keep long hair tied back.
- Roll-up long sleeves. Loose clothing around your hands, can catch on fire while soldering or get caught in machinery.
- Face Shields must be worn whenever you are using any motorized tool.
- Respect others' space, clean up spills, and keep the floor around your bench and the surface of your bench free of clutter.
- Push in your chair when not at your bench.
- **Any type of music device with headphones/earbuds or small bench top speakers are prohibited in the studio during class time and open studio. Sound is often the first indication that a tool is damaged or being misused.**
- The use of cell phones is limited to outdoor areas during break times.
- No food in the studio. There are a lot of chemicals and toxins in the studio.
- No uncovered drinks in the studio. There is a lot of dust in the studio.
- People who aren't enrolled in the class cannot be in the studio or use ANY of the equipment in the studio. This includes walk-throughs or hanging out.

## Chemicals:

A lot of different chemicals are used in the studio. I will review the potential dangers with you as you begin working with them. Always wear your safety goggles, regardless of the nature of the chemical. If a chemical is not labeled please bring it to my attention or the attention of the Lab Tech immediately.

## Alcohol/Drugs:

Use of drugs/alcohol will not be tolerated under any circumstances during class or open studio. In the event you come to class impaired (including being hung over) I will ask you to leave. There are many dangers associated with power and hand tools that are exacerbated when your head is not clear. The inability to respond quickly and clearly to a situation doesn't only affect you; it has an impact on others as well. Don't risk yourself or your studio mates!

## Heat/Fire:

Be sure to understand the proper way to use the torches in the studio. Never point the torch at another person or an object when lighting. Always keep your soldering area free of any flammable materials. Be sure to warn others by saying "HOT METAL" when transporting hot metal in the studio. Ventilation must be on when using torches. Hair must be tied back. The gas tanks themselves may only be turned on by trained lab techs, staff, or faculty.

## Tools and Machinery:

You will be introduced to a number of different machines and equipment in the studio. At each demonstration, I will go over the safety aspects of the equipment or process being covered. However, there are some general rules for every piece of machinery.

## Basic Safety when operating Tools and Machinery:

- Be aware of your surroundings before you begin to work
- Check the condition of the machine or tool before you start working
- Always protect yourself with a full-face shield when using rotary tools
- Keep loose hair and clothing away from rotating parts
- Be sure the work area is well lit
- Only one person should operate a machine at a time
- Don't interrupt or distract someone when they are working with power equipment
- DO NOT USE ANY EQUIPMENT THAT HAS NOT BEEN DEMONSTRATED TO YOU WITHOUT PERMISSION. PRETTY PRETTY PLEASE.
- "Artist Beware" is an excellent reference for all studios.
- An SDS (Safety Data Sheet) station is available to you at the acid cabinet. Refer to it for information concerning materials used in this studio.
- Please bring any concerns, questions, or doubts to the instructor's attention.
- When in doubt, ASK!

## Studio Policies:

### Studio Etiquette:

This is our studio. Please respect and take good care of it. If we all play a role in caring for and maintaining the jewelry/metals studio we can ensure a safe, efficient, and creative working environment. Clean up after yourself and keep an eye out for potentially dangerous situations.

### Studio Care

In a shared studio, it is everyone's responsibility to keep the space clean and functioning well.

- Clean tools, and put them away when you are done with them. Even if you think you will use it again that day.
- Put tools away in the correct places in the cabinet. Not sure where it goes? Ask please.
- Sweep up when you are done using the flex shafts.
- Wipe up if you spill by the sink.
- Do not leave paper towels lying around
- Wipe down your workspace and sweep the floor at the end of the day
- Put scrap metal in scrap bins

### Canvas Etiquette:

Canvas can be thought of as an extension of our classroom/studio space. Since communicating online is now a big part of our everyday lives it is important to understand online etiquette which can be summarized by three simple rules:

- Remember that there is a human being on the other end of your communication
- Treat that human being with respect

- Do not transmit any message that you wouldn't be willing to communicate face to face.

More best practices for communicating on canvas will be presented throughout the semester.

## Tool Etiquette:

Return all studio tools as soon as you are finished even if you think you will use them again the same day. In many cases, the shop may only have 1 or 2 of a particular tool. It is important for it to be available to everyone when they need it. Do not take studio tools home with you.

Please report any broken, lost, or damaged tools ASAP. A damaged tool can present a risk to the next person using it. We need to know so that we can replace or fix the tool.

## Resources:

### Studio Resources:

There is a small (but awesome!) library of books and magazines for your reference in the jewelry studio. You are welcome to read these materials as long as they remain in the jewelry studio. Please wash your hands before handling any of the materials in the library.

Here are two books we suggest to get your own collection started:

- Oppi Untracht, *Jewelry: Concepts And Technology*
- Tim McCreight, *The Complete Metalsmith*

### Online resources:

### Supplies:

- Otto Frei: [www.ottofrei.com](http://www.ottofrei.com) 800-772-3456 : Tools supplies and materials
- Rio Grande: [www.riogrande.com](http://www.riogrande.com) 800-545-6566 : Tools and materials
- Contenti: [www.contenti.com](http://www.contenti.com) 1-800-343-3364 : Tools, supplies, materials
- Online Metals [www.onlinemetals.com](http://www.onlinemetals.com) metal (brass, copper, nickel)
- Hauser and Miller: [www.hauserandmiller.com](http://www.hauserandmiller.com) 800-462-7447 : Metal (silver)

### News, Information, Calls for Entry, Tutorials:

- Society of North American Goldsmiths [www.snagmetalsmith.com](http://www.snagmetalsmith.com) Publishers of Metalsmith Magazine, organizers of SNAG Conferences, Resource for Opportunities, articles, artist profiles, etc.
- Ganoskin [www.ganoskin.com](http://www.ganoskin.com) Online tutorials and discussion forums for jewelers and metalsmiths.

- Klimt02 [www.klimt02.net](http://www.klimt02.net) Gallery and online site with articles, publications, artist pages, opportunities, etc. Based in Europe.
- Art Jewelry Forum <https://artjewelryforum.org/> Articles, interviews, reviews online library, of all things contemporary jewelry. An international non-profit based in the US.

### Local Resources:

- Bead Supply: 865 8th Street, Suite B, Arcata 825-0294, beads, stones, silver sheet and wire, Monday – Saturday 11 – 5:30, Closed Sundays
- Arcata Scrap and Salvage: 192 South G St. Arcata 822-488, an adventure in its own right, scrap metal, copper and brass as well as others. Closed Saturdays, M- F 9-5
- Chapman’s Gem Museum: North of Rio Dell, Highway 101- Variety of jewelry making supplies and stones. They also have a fabulous gem museum. Call ahead for store hours.
- Heart Bead: 860 G Street, Arcata 826-9577 M-Sat, 10-6, Sun. 12-5, Variety of Jewelry making tools and supplies, some silver (limited selection), stones and beads.
- Talisman: 214 F St. Eureka, 443-1509, Sun 12-5, M-Sat 11-6, Large selection of Jewelry making tools and supplies, cabochons, beads, silver in wire and sheet, solder, copper and brass.
- Hensel’s Hardware: 884 9th St Arcata, 822-2965, M-Sat, 7-6pm, Sun. 8-5, lots of tools and equipment but not necessarily for jewelry making, sandpaper, drill bits, glue, etc..
- Pierson Building Center: 4100 Broadway, Eureka, 441-2700, lots of imported tools, needle files, sandpaper, C-Clamps, brass and copper tubing, drill bits and all kinds of other stuff.
- Harbor Freight: 5000 Valley West Blvd., Arcata, 822-1629, lots of tools and supplies, Monday --Saturday 8am – 9pm, Sundays 9am – 6pm

### Community College Student Health and Wellness

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges [Health & Wellness website](#).

[Wellness Central](#) is a free online health and wellness resource that is available 24/7 in your space at your pace.

Students seeking to request a counseling appointment for academic advising or general counseling can email [counseling@redwoods.edu](mailto:counseling@redwoods.edu).

## Student Support Services

### Online resources

- [CR-Online](#) (Comprehensive information for online students)
- [Library Articles & Databases](#)
- [Canvas help and tutorials](#)
- [Online Student Handbook](#)

## Counseling

[Counseling](#) offers assistance to students in need of professional counseling services such as crisis counseling.

## Learning Resource

- [Academic Support Center](#) for instructional support, tutoring, learning resources, and proctored exams. Includes the Math Lab & Drop-in Writing Center
- [Library Services](#) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](#)

**Special programs** are also available for eligible students include

- [Extended Opportunity Programs & Services \(EOPS\)](#) provides services to eligible income disadvantaged students including: textbook award, career academic and personal counseling, school supplies, transportation assistance, tutoring, laptop, calculator and textbook loans, priority registration, graduation cap and gown, workshops, and more!
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in [Eureka](#) or in [Del Norte](#)
- The [Veteran's Resource Center](#) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821

## \ Emergency procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into WebAdvisor <https://webadvisor.redwoods.edu> and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or [security@redwoods.edu](mailto:security@redwoods.edu) if you have any questions. For more information see the [Redwoods Public Safety Page](#).

In an emergency that requires an evacuation of the building anywhere in the District:

- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave campus, unless it has been deemed safe by the campus authorities.

## Eureka Campus Emergency Procedures

Please review the [campus emergency map](#) for evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information on Public Safety go to the [Redwoods Public Safety Page](#). It is the responsibility of College of the Redwoods to protect life and property from the effects of emergencies within its own jurisdiction.

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action.
2. Dial 911, to notify local agency support such as law enforcement or fire services.
3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possible, updates on the college website, to ensure the school community is notified.
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe zone, shelter in place, lockdown, assist others if possible, cooperate with First Responders, etc.).
6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and/or has been deemed safe by the person in command.