

Texas Tech University

School of Art Safety Training

The School of Art endeavors to create a safe, healthy environment for all to work in so that they can have a long and productive creative life. The primary source of safety training will be done in the classroom by the instructors. Supporting documents include the Studio Guide and Safety Plan for each area that are posted on the SOA website and are available in each studio.

Additional documents you should be familiar with are the TTU Laboratory Safety Manual and the SOA recommended safety textbook "The Complete Artist's Health and Safety Guide" by Monona Rossol. You may want to purchase a paper copy of the book or a Kindle copy, additional copies are available to read in the VRC.

REQUIRED ONLINE TRAINING

STUDENTS who are taking any class where art supplies, chemicals or tools are used, such as studio classes, and who are not also TTU employees of any kind, are required to successively complete 1 online training:

- Texas Tech - Shop/Studio Safety Awareness

You will need to complete this training before you start any studio classes and then take it again every two years.

If you are only taking lecture classes you do not need to complete this training.

STUDENTS WHO ARE ALSO EMPLOYEES, such as graduate students or work study students, who are receiving any money or compensations from TTU, and are taking studio classes, or working in studios, shops or labs must successively complete 3 online trainings:

- Texas Tech - Shop/Studio Safety Awareness
- Texas Tech - Safety Awareness
- Hazard Communication

You will need to complete all 3 trainings before starting work, and retake Safety Awareness and Hazard Communications every year, and retake Shop/Studio Safety Awareness every two years.

TTU EMPLOYEES who are not working with art supplies, chemicals or tools of any kind must successively complete 1 online training before starting work:

- Texas Tech - Safety Awareness

This trainings must be retaken every year.

TTU EMPLOYEES who are working in studios, shops, labs or classrooms where art supplies, tools or chemicals are being used must at the minimum complete 3 online trainings:

- Texas Tech - Shop/Studio Safety Awareness
- Texas Tech - Safety Awareness
- Hazard Communication

You will need to complete all 3 trainings before starting work, and retake Safety Awareness and Hazard Communications every year, and retake Shop/Studio Safety Awareness every two years.

In addition you may need to take Compressed Gas Safety, Flammable Liquid Safety, Forklift Training, and Overhead and Gantry Crane Safety. These training are to be completed before you start work with the covered topic. They need only be taken once. If you need to use a respirator you must first complete Respiratory Protection training and then retake it every year.

COMPLETING THE TRAININGS

All the trainings are hosted on the TTU Environmental Health and Safety website:

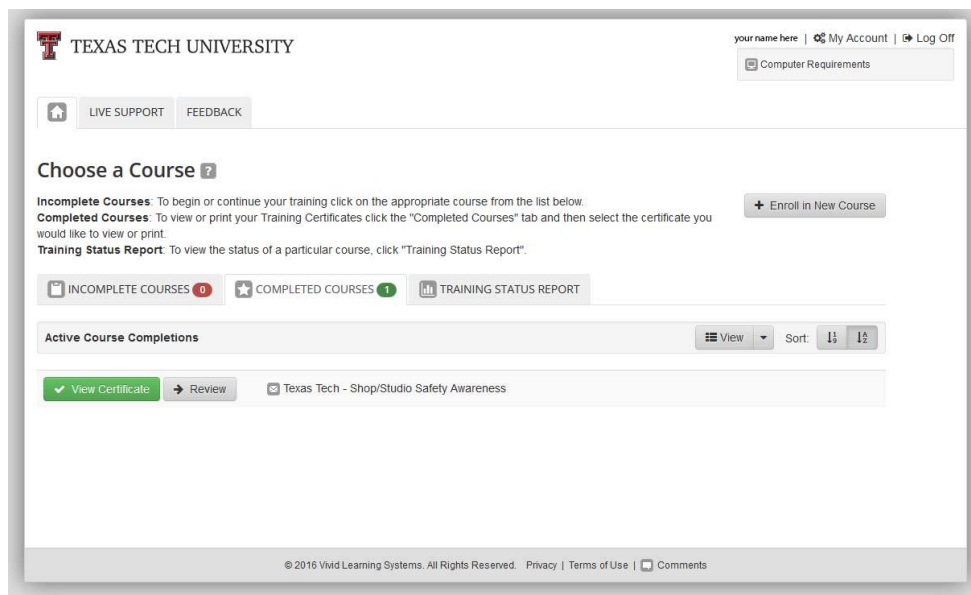
<http://www.dept.ehs.ttu.edu/ehs/ehshome>

Use the “Quick Links” to go to training.

Students, Faculty, Staff, everyone should select:

If you have been enrolled **Click Here** to access the EHS Training through Vivid Learning Systems

You should end up here:



If there is anything listed on the “INCOMPLETE COURSES” button start there. If nothing is on that button click on the “+ Enroll in New Course” button and select “Texas Tech – Shop/Studio Safety Awareness” or other required training, and follow the instructions.

If you have any technical issues with the website click on the **LIVE SUPPORT** and follow the instructions.

If you have any questions about which tests you need to take please ask your instructor or the SOA Safety Officer.

If you have any questions or problems with the required safety training please contact the SOA Safety Officer, Mark Bond by email, mark.bond@ttu.edu or 806 834-1559.