Contact Information

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Academic Honesty Statement for Art and Design Studio Courses

Copying, appropriation, reference and/or citation of visual works of art and design are permitted only when given as an assignment or with permission of instructor. One assignment to copy or appropriate should not be considered permission to copy or appropriate for any or all other course work. Students should consult with their instructor to avoid violating the policy.

In the interests of fostering a positive environment with high standards of integrity and achievement, copying or appropriating visual works of art and design created by other members of the Purdue University community (students, staff, and faculty) will be considered a violation of the code of honor and are prohibited.

Also, see the University Regulations Policy at:

Part 5 — Student Conduct Section III
B. Student Conduct
   1. Misconduct Subject to Disciplinary Penalties. The following action constitute misconduct for which students may be subject to administrative action or disciplinary penalties.

Dishonesty in connection with any University activity:
Cheating, plagiarism, or knowingly furnishing false information to the University are examples of dishonesty. The commitment of the acts of cheating, lying, stealing, and deceit in any of their diverse forms (such as the use of ghost-written papers, the use of substitutes for taking examinations, the use of illegal cribs, plagiarism, and copying during examinations) is dishonest and must not be tolerated. Moreover, knowingly to aid and abet, directly or indirectly, other parties in committing dishonest acts is in itself dishonest.

Disabilities and Adaptive Programs Statement

Students with disabilities must register with Adaptive Programs in the Office of the Dean of Students before classroom accommodations can be provided. If you are eligible for
academic accommodations because you have a documented disability that will impact your work in this class, please schedule an appointment with the instructor as soon as possible to discuss your needs.

**Campus Emergency Course Procedures**

In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to changes that may be necessitated by a revised semester calendar or other circumstances. Here are ways to get information about changes in this course. My email address: fwinkler@purdue.edu, and my office phone: 494–0160.

**Course Evaluations Statement**

During the last two weeks of the semester, you will be provided with an opportunity to evaluate this course and your instructor. Purdue now uses an online course evaluation system. Near the end of classes, you will receive an official e-mail from administrators with a link to the online evaluation suite. You will have up to two weeks to complete this evaluation. Your participation is an integral part of this course and your feedback is vital to improving education at Purdue University. I strongly urge you to participate in the evaluation system.

**Purdue University’s Class Attendance Guidelines**

Purdue University policy states that all students are expected to be present for every meeting of classes in which they are enrolled. All matters relative to attendance, including the make-up of missed work, are to be arranged between you and the instructor. Only the instructor can excuse you from classes or course responsibilities. In the case of an illness, accident, or an emergency, you should make direct contact with your instructor as soon as possible, preferably prior to class. If the instructor cannot be reached directly a message should be left in the instructor’s departmental mailbox or with the department secretary. If you will be absent for more than five days, and have not been able to reach the instructor in person or by telephone or through leaving notification of your circumstances with the divisional secretary, you or your representative should notify the Dean of Students (765–494–1254) as soon as possible after becoming aware that the absence is necessary. Be advised, you may be asked to provide documentation from an authorized professional or agency, which supports an explanation for your absence.