APPLICATION FOR NEW COURSE ***Revised 12/7/01

1. Submitted by College of: Architecture  
   Date: October 24, 2001  
   Department/Division offering course: Architecture

2. Proposed designation and Bulletin description of this course  
   a. Prefix and Number: ARC 641  
   b. Title*: Professional Practice  
   c. Lecture/Discussion hours per week: 3  
   d. Laboratory hours per week: 0  
   e. Studio hours per week: 0  
   f. Credits: 3  
   g. Course description:  
      An exploration of professional and ethical responsibilities of the architect as they pertain to the procedural matters of practice and management  
   h. Prerequisites (if any): Admission to the M. Arch program  
   i. May be repeated to a maximum of (if applicable): n/a

4. To be cross-listed as:

   Prefix and Number Signature  
   Chairman, cross-listing department

5. Effective Date (semester and year): Fall 2002

6. Course to be offered Fall Spring Summer: Fall

7. Will the course be offered each year? Yes

8. Why is this course needed? This course is a component of the proposed new Bachelor of Arts in Architecture and Master of Architecture curriculum.

9. a. By whom will the course be taught?  
   A faculty member who is also a practicing architect.  
   b. Are facilities for teaching the course now available? Yes  
   If not, what plans have been made for providing them?

10. What enrollment may be reasonably anticipated? Apx. 20-30 students
11. Will this course serve students in the Department primarily? Yes
   Will it be of service to a significant number of students outside the department? No
   Will the course serve as a University Studies Program course? No

12. Check the category most applicable to this course:

13. Is this course part of a proposed new program: Yes, see below

14. Will adding this course change the degree requirements in one or more programs? Yes
   This course is a component of the proposed new Bachelor of Arts in Architecture and Master of Architecture curriculum.

15. Attach a list of the major teaching objectives of the proposed course and outline and/or reference list to be used.

16. If the course is a 100-200 level course, please submit evidence (e.g., correspondence) that the Community College System has been consulted.

17. Within the Department, who should be contacted for further information about the proposed course?
   Name: David Mohney, Dean
   Phone Extension: 257-7619

   *NOTE: Approval of this course will constitute approval of the program change unless other program modifications are proposed.
Signatures of Approval:

Dean of the College: ____________________________
Date: November 1, 2001
Date of Notice to the Faculty: ____________________________

September 12, 2001 (formal vote by College Assembly after an ongoing curriculum development process of three + years)

*Undergraduate Council: ____________________________
Date: ____________________________

*University Studies: ____________________________
Date: ____________________________

*Graduate Council: ____________________________
Date: ____________________________

*Academic Council for the Medical Center: ____________________________
Date: ____________________________

*Senate Council (Chair): ____________________________
Date of Notice to University Senate: ____________________________

*If applicable, as provided by the Rules of the University Senate

ACTION OTHER THAN APPROVAL:
ARC 641
Professional Practice

Credit Hours 3

Course Description: Whether intending to pursue a traditional practice of architecture or a non-traditional role, students of architecture are expected to be familiar with the foundations of architectural practice. Included are issues of ethics, the regulatory environment, internship, examination, continuing education, office management and leadership practices, personnel issues, marketing and promotion, client relationships, selecting consultants, the phases and variants of project delivery and the documents that are required for building construction, working with contractors, organizational forms of doing business, legal aspects of practice, and case studies in architectural practices to illustrate "best practices" among others.

Text: Instructor handouts, and assigned readings from a variety of books and journals addressing enduring and contemporary practice techniques and examples.

Learning Objectives: The overall approach of the course will be to move from a foundation of basic framework principles in practice to an examination of specific subjects using a chronological case study perspective. The chronological approach will analyze a project in a professional practice "best practices" context from the initial stages of architect involvement with a project to post-completion. Web site references will be utilized where possible.

Instruction: A lecture format will be the primary means along with emphasis on class discussions based on the assigned reading materials and analysis of the topics under discussion. Guest lecturers may be employed.

Course Requirements: Students will complete readings, participate in class discussions, take detailed notes and successfully complete exams as assigned by the instructor. Emphasis will be placed on the student's ability to synthesize a body of information with the resulting ability to apply problem solving and organizational practices and principles to a variety of practice situations.

Evaluation: Students will complete one or more papers, oral presentations and written examinations as determined by the instructor. Research reports supplemented by other requirements to be determined by the instructor including student interviews of practitioners and case studies may be assigned along with field reports from visits to projects under construction.

Grading: Contribution to Intellectual Discourse of Class: 20%
Individual Research Assignments: 20%
Papers, oral presentations, exams: 60%

Course Schedule: Three contact hours per week in the normal semester with meeting times and places in accordance with the published schedule. Readings, assignments and individual course section content will be provided by the instructor.