

Syracuse Architecture Undergraduate Program Handbook 2011-2012



August 2011

To the Students in the School of Architecture:

Welcome to Syracuse University and what we know will be an engaging and challenging time for you.

This document (AKA “The White Book”) has been compiled and produced by the School to serve as a guide to our facilities, policies, regulations, and undergraduate program requirements. While many of the guidelines contained in this handbook pertain to all architecture students, it has been prepared specifically for undergraduates.

This publication is designed to help you fully participate in this academic community in an informed, secure, and equitable way. It also offers information about special opportunities such as study-abroad programs, scholarship funding, and merit awards.

In the upcoming weeks you will receive additional materials to review. In the meantime, we encourage you to read through the handbook and refer to it when questions arise. It will prove helpful throughout your time as an undergraduate, so keep it as a valuable reference. Other University publications—such as Academic Rules and Regulations, Tuition, Fees and Related Policies, and the SU Student Handbook—are also helpful and are available online. You are strongly encouraged to become familiar with their contents.

Please feel free to contact the Office of the Undergraduate Chair or the administrative staff if you have questions or concerns regarding the issues or procedures outlined in this handbook.

I wish you all the best in all your academic endeavors in the coming years.

A handwritten signature in black ink, appearing to read 'Mark Robbins', followed by a long horizontal line extending to the right.

Mark Robbins
Dean

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Computer Lab (Large)	014	
Computer Lab (Small)	004	
FAX Machine	226	5082
Laser Cutting Room	011	0369
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Model Shop	008	1854
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I. AN INTRODUCTION TO THE SCHOOL

The Syracuse University School of Architecture, founded in 1873, is the fourth oldest program in the United States. The School began as a department within the College of Fine Arts, along with the Departments of Painting and Music, and still retains strong ties with the fine arts as a design-oriented program.

PROGRAM MISSION

As a professional-degree-granting college within a research university, the School of Architecture at Syracuse University is dedicated to creating a rich academic environment marked by the confluence of advanced practice, contemporary theory, and social engagement. Our primary goal is to help students develop the capacity and judgment necessary to understand the built environment and generate architecture as a critical response, so that each student can engage both the discipline of architecture and the multiple discourses—artistic, technological, social, political, environmental, economic—necessary to be a successful practitioner and a conscientious citizen. Through our teaching and public programming, we help students gain a deep knowledge of architecture’s techniques, traditions, methods of inquiry and modes of production, so that they emerge with the intellectual breadth and acuity to meet the challenges of a rapidly changing world that demands agility and innovation. Through both programming and outreach activities, we aim to engage a wider public audience in a dialogue about the role of architecture in society.

To serve this mission we are committed to the following principal objectives:

- Recruiting, enrolling and retaining the most qualified students.
- Recruiting, employing, and retaining the most qualified faculty and staff.
- Creating and sustaining a supportive academic environment marked by academic integrity, cultural diversity, and social responsibility.
- Providing the best professional education possible by offering professional degree programs that combine expertise specific to the discipline of architecture with critical thinking skills and intellectual knowledge central to humanistic study.
- Teaching an integrated curriculum within which courses in design and other specializations support the proposition, exploration and development of architectural ideas.
- Maintaining and enhancing our expertise and capabilities in significant areas of research and practice.

- Providing opportunities for students to participate in international study programs to better understand the global forces and local cultural contexts that contribute to the production of architecture and urban design in these settings.
- Offering visiting critic studios both on and off campus that provide students with an exposure to alternative perspectives and advanced building practices.
- Demonstrating overall competency through a self-directed process of research, documentation, proposition and project development within the capstone experience of thesis.
- Increasing student awareness of and ability to engage with major issues such as social equity, economic development, and ecological balance.
- Encouraging faculty and students to participate in interdisciplinary initiatives offered within a diverse and rich campus setting
- Preparing graduates to enter the profession in a variety of ways, with strong basic design skills coupled with the technical ability, business acumen and an understanding of the ethical role of the architect in society.
- Supporting faculty achievement in creative activity and scholarly research.
- Generating advocacy and support for School initiatives from alumni, faculty, staff, and advisory board members, and among civic and business leaders.
- Maintaining a safe and productive environment in which to work through the upkeep of facilities and security.

STUDIO CULTURE

The primary goals of the School of Architecture at Syracuse University are to promote research into architecture and to educate students for professional practice and other forms of architectural engagement. Faculty instructors challenge students to develop the capacity for understanding the built environment and generating architectural design proposals as a critical response. They assist students in cultivating manifold design capabilities linked to critical intelligence about the discipline and supported by state-of-the-field expertise in representation, technology, structures, theory and history.

A central component of this mission is the cultivation of a learning environment that supports students in the fullest development of their capacities as designers, scholars, professionals, and citizens.

Students, faculty and staff are dedicated to the task of working together to foster five fundamental values:

- mutual respect among all members of the School;
- optimism about the potential for student learning, creativity and contribution;

- collaboration among students, faculty, staff and the broader public in pursuing advances in learning, knowledge, and practice;
- critical engagement with the discipline, the profession and the world; and
- continual innovation in teaching, learning, and research.

These values inform all of our activities. In the context of classrooms, studios, and other learning environments, they translate into these guidelines:

- The School encourages students and faculty alike to embrace the design studio and the classroom as places of intellectual and creative exploration and collaboration. The frequently open-ended pursuit of knowledge through design and other forms of learning requires generosity of spirit on all parts, including the recognition that faculty members bring a high level of expertise to their teaching and that students bring a diversity of valuable prior knowledge to their learning. It also requires clear communication, rigorous testing of ideas, and a commitment to excellence on the part of all participants.
- The School encourages collaboration among students in their academic work and in extracurricular activities, as well as among students, faculty and staff in continually advancing knowledge and improving the ways we work together. It also promotes a culture of engagement in which students develop intellectually, technically and ethically through interaction with problems, opportunities and people not only within the field of architecture but also beyond it.
- The School values social, intellectual and disciplinary diversity in its staff, faculty and student population, as well as in its curriculum. In its teaching, research and daily activities, it strives to support and promote each of these kinds of diversity.
- The School recognizes that balance is a crucial element in the pursuit of excellence, and it encourages faculty to guide students in developing the capacity to reconcile what often seem to be competing imperatives in their work and in their lives. This includes managing expectations so as to minimize conflicts among courses, helping students to manage their time effectively, and promoting an appropriate balance between academic work and the other essentials of life.
- The School expects students to uphold the principles of academic integrity in their work and ethical conduct in their daily lives. Honesty, trustworthiness and fairness are essential attributes for conduct in class, within the university community, and in academic activities beyond Syracuse. These principles should guide behavior not only in the completion of course assignments, but also in treatment of buildings and equipment; interaction with university staff, systems and procedures; and behavior in the studio and elsewhere.

- The studios are considered environments for design exploration, creative production and enriching interaction among students, and with their instructors. Studios are open and available to all students on a 24/7 basis. With this privilege comes the obligation to conduct oneself in a responsible and considerate fashion. Actions and behaviors that are not conducive to supporting an appropriate academic environment are strictly prohibited. All students are expected to observe the rules and regulations governing the use of the studios. Any violation will be treated as a breach of this trust and prosecuted accordingly.

FACILITIES

The School of Architecture is located in Slocum Hall. The main administration office for the Undergraduate and Graduate Programs, the Dean, and the School of Architecture auditorium and graduate studios are located on the second floor. The gallery and marble room are located on the first floor. The Architecture Reading Room is located on the third floor. Woodshop, laser cutting, and computer facilities are located on the basement level. The third floor has undergraduate studios, faculty offices, jury, and classrooms. The fourth floor contains more studios, a jury, and classrooms. Hours of access are posted on the entrances of the reading room, computer facilities, and model shop. Facilities are closed to non-architecture students and faculty outside of business hours. Anyone not associated with the school should be accompanied at all times.

Hours of Operation

The building is open from 7:00 a.m. – 7:00 p.m. from Monday to Friday. Your SUID will be encoded to allow you access to Slocum Hall on a 24-hour basis. There is an ID card scanner at the north, south and east entrances. The building is locked all day on Saturday and Sunday.

SU Bookstore

The Syracuse University Bookstore has a small branch store on the ground floor of Slocum Hall. Its mission is to provide commonly used supplies to the students at Slocum Hall. Hours of operation are posted on the door.

Warehouse

The School also maintains two studios located at the Warehouse in downtown Syracuse. The College of Visual and Performing Arts, which occupies most of the floors in the newly renovated building, maintains a fabrication shop that is available for use by architecture students. The Warehouse is also the home of UPSTATE; an interdisciplinary center for design, research and real estate that is part of the School of Architecture.

STUDIO USE + POLICIES

Desks

Every design student is assigned a desk with provision for locking drawers with padlocks, and a drafting board with a working tilt mechanism, as well as a stool. Students are responsible for proper maintenance of this equipment and the prompt reporting of any problems or damage. Drafting boards must not be damaged through cutting and other model-making activities; each studio will have a designated cutting surface for model building. Desk repair request forms are available at the reception desk in the Main Office.

Drug and Alcohol Policy

In keeping with the University's alcohol policy, the consumption of alcoholic beverages is prohibited in Slocum Hall except at certain School events. No alcoholic beverages may be served to or consumed by anyone under the age of 21 under any circumstances. Similarly, the School does not permit or condone the possession, use, consumption, sale, or distribution of illegal drugs by students or employees on its property or as part of its activities.

Students who violate these policies will be subject to appropriate disciplinary action consistent with local, state and federal law, and Syracuse University policy. The School takes these policies extremely seriously and will refer all reported violations to the University's judicial system for appropriate action. Please call the Office of Student Affairs at 443-4263 for more information, or consult the Syracuse University Student Handbook. Students who need assistance in dealing with drug or alcohol dependency should contact the University's Counseling Center at 315-443-4715 and located at 200 Walnut Place.

After Hours Policy

The use of Slocum Hall after hours is a privilege. Students are expected to conduct themselves responsibly regarding the facilities and interactions with their peers. Violation of after-hours policy may result in the removal of access privileges to all parties responsible.

Partitions

Independent student partition building in studio is not permitted under any circumstances and is subject to removal when discovered. For fire safety reasons, all aisles and passageways must be kept clear of obstructions.

Studio Cleaning and Recycling

Custodians are instructed to remove all items from studios that are either in a trash receptacle or on the floor, and they adhere to these instructions strictly. **Anything left on the floor, other than a locker box, will be discarded, but trash accumulated on top of desks and lockers will not be removed.** Please deposit trash in the designated receptacles to avoid fire hazard, increase work space, and maintain an orderly environment. At the end of the semester the studio will be cleaned entirely. Any materials left in the studio after the last day of class will be discarded.

Recyclables should be placed in the appropriate containers, which can be found throughout the building, for glass, cans, plastic, and paper. Used cutting blades should be deposited in the blue bin located within each studio. Do not dispose of blades in the regular trash as they are hazardous to the custodial staff.

Lockers

Storage of personal property is restricted to each student's desk area in the studio. Students may use storage boxes that will fit under studio desks.

Use of Electrical Devices

All extension cords must be grounded (3-prongs). The use of multiple electrical devices requires the use of a surge protector. Violations of these practices create serious fire hazards and are subject to appropriate judicial procedures.

Mailboxes and E-mail

Student mailboxes are located on the basement level near the north entrance of Slocum Hall. Box number assignments for the current year will be posted in early September. Please be sure the Architecture staff at the main office has your current e-mail address. **Check your syr.edu e-mail and mailbox daily, as they are the School's primary means of communicating with you. Per University policy all students are required to use their "@syr.edu" email address for School and University business.**

Mail and messages for faculty should be delivered to the main office, Room 201, for distribution in the faculty mailroom.

Pets

Pets are not allowed in University buildings. Enforcement of this rule is the responsibility of the Security Department and has the School's complete endorsement and support.

Smoking Policy

Smoking is **not** permitted in any building on the Syracuse University campus; this includes hallways, stairs, lobbies, and restrooms. Everyone must adhere strictly to this policy out of respect for the health and safety of others. In particular, smoking in studios is extremely dangerous due to the abundance of flammable materials. You must go outside if you must smoke!

Sound Equipment

In consideration of other students, radios, mp3 players, laptops, CD players, and other types of sound equipment may only be used with headsets; this rule applies **24 hours a day**.

Building Security (alarms on doors and after hours)

Slocum Hall is intended for the use of School of Architecture students, faculty, and staff only. For safety reasons all doors must remain closed and locked after hours and personal belongings must be secured when not in use. Security cameras have been installed at all entry doors to aid in deterrence and investigation of thefts. Please report any suspicious behavior to the department of public safety at 711 or 315-443-2224.

Please note that removal of any University property from the building is considered theft and will be reported to Campus Security as well as to the University Judicial Affairs office.

Injuries

For minor cuts and injuries first aid kits and medical supplies will be available for use in all studio spaces. For more serious injuries, please call 711 from campus phone, or 911 from a cellular phone.

Hazardous Materials

Slocum Hall is equipped with a ventilated spray booth which is accessible 24 hours a day in the shop in the basement. All spraying must be done in the spray booth to avoid damage to property and serious risk to health. Spray painting and use of spray adhesives in other areas inside or outside Slocum Hall is strictly forbidden. Flammable materials should be kept in the fire closets also found in the Slocum shop in the basement of the building. Use of these materials outside of the designated area can be extremely dangerous for you and the safety of those around you. Any violations are subject to appropriate University disciplinary action.

Important Note: Use of the following hazardous waste materials is strictly forbidden:

- Solvents and flammables: mineral spirits, acetone, and turpentine.
- Art chemicals: oil-based paint, brush cleaner, pigments, glue, epoxies, and resins.
- Oil based products: varnish, urethane, stain, surface coatings and adhesives.

- Aerosol cylinders or pressurized containers of adhesives.
- Photographic chemicals.
- Fiberglass and resin-based materials.
- Plaster of Paris, Rockeites, mortar, mix or concrete.

STUDENT ORGANIZATIONS AND SERVICES

Student Organizations

AIAS, the American Institute of Architecture Students, is an independent, non-profit and student-run organization that has a local chapter within the school. This grassroots association is a cooperative between thousands of students across the country, of all ages and academic degrees, committed to helping each other. It provides a sense of community and a forum to share diverse views. The AIAS is also a professional organization that is the official voice of architecture students.

Freedom by Design was launched by the AIAS in Syracuse and is a nationally based student-run initiative that designs and builds small-scale projects that help individuals at the local level faced with physical, mental, and/or financial challenges. Projects range from door knobs to ramps to complete renovations.

ASO, the Architecture Student Organization, is an organization wholly staffed and run by the students of the School. The ASO provides you with peer representation and the opportunity for students to participate in various activities within the School. In addition to sponsoring social events, the ASO elects representatives to serve on several of the School's committees: Curriculum, Student Standards, Re-appointment, Promotion and Tenure, and Faculty Search.

SMAD, the Society of Multi-Cultural Architects and Designers, is an organization available to students from art and design areas across campus. SMAD has sponsored lectures at the School and serves as a liaison organization with other minority organizations on and off campus.

The Peer Advising Program is a component of the School's advising network that is organized and staffed solely by students guided by Vittoria Buccina-Didio and Professor Stenson. Upper division students serve as peer advisors to first year students on a voluntary basis. Applications to become a peer advisor are accepted at the end of each year. For information contact Vittoria Buccina.

The Student Liaison Team is a group of undergraduate students that assist in recruiting and admissions endeavors. They represent the School and University by hosting tours of the facilities for prospective students and their families. Student liaison team members also assist at campus admission events and career fairs. For information contact Vittoria Buccina.

WHaT, Warehouse Architecture Theater, was founded in the fall of 2006 by architecture students with a common interest in acting who present productions for the University and Syracuse communities.

COUNSELING RESOURCES

Career Counseling

Assistance with resume and cover letter writing, interviewing techniques, and networking are available through the School of Architecture Career Services office. Connie Caldwell, director, will meet with you to discuss summer, permanent, and alternative employment issues. The Annual Salary Survey results, resumes for thesis students, and all job openings are posted at <http://soa.syr.edu>. Be sure to register your e-mail address with Connie at cbcaldwe@syr.edu to receive news about career workshops. The office is open Monday through Friday 9:30-3:00. Career Services is located in 201 B Slocum Hall.

Peer Advisors

In addition to faculty advisors, the Peer Advising Program is an important advising network. Each new student is assigned an upper division (student) peer advisor who will be available throughout the first year for consultation and guidance.

Undergraduate Program Chair

While studying at Syracuse University, students may feel the need to seek help for a variety of reasons including academic difficulties, career choices, family and personal relationships, etc. Many resources exist on campus to aid students in such situations. For academic concerns, it is best to begin with Chair of Undergraduate Program, who will be able to refer you to other appropriate counseling resources, if necessary.

University Counseling, 443-HELP (4357)

The Office for Student Assistance located at 306 Steele Hall, provides a full range of resources and support services for students who are experiencing difficulties that are not of an academic nature.

Learning Disabilities

Students diagnosed with learning disabilities or students who suspects that they may have a learning disability should meet with the Chair of Undergraduate Program or contact the Center for Academic

Achievement's Learning Disabilities Program. The LD Program provides diagnostic services, academic support and counseling and will work with the school to develop the necessary accommodations.

II. ACADEMIC GUIDELINES

B. ARCH DEGREE REQUIREMENTS

NAAB

In the United States, most state registration boards require a degree from an accredited professional degree program as a prerequisite for licensure. The National Architectural Accrediting Board (NAAB), which is the sole agency authorized to accredit U.S. professional degree programs in architecture, recognizes three types of degrees: the Bachelor of Architecture, the Master of Architecture, and the Doctor of Architecture. A program may be granted a 6-year, 3-year, or 2-year term of accreditation, depending on the extent of its conformance with established educational standards.

Master's degree programs may consist of a preprofessional undergraduate degree and a professional graduate degree that, when earned sequentially, constitute an accredited professional education. However, the preprofessional degree is not, by itself, recognized as an accredited degree.

B. Arch degree Requirements 162 c.h. total

The Bachelor of Architecture degree is a five-year, 162 credit hour program is comprised of:

- 54 credit hours of Architectural Design
- 12 credit hours of Architectural History
- 6 credit hours of Architectural Theory
- 12 credit hours of Technical Design
- 6 credit hours of Structural Design
- 12 credit hours of Professional Requirements
- 18 credit hours of Professional Electives
- 30 credit hours of Arts and Sciences courses
- 12 credit hours of Open Electives

The chart at the end of this book shows the normal sequence and distribution of professional and non-professional courses. A minimum cumulative grade point average of 2.0 is required to graduate and receive a diploma from Syracuse University.

ACADEMIC PLANNING

Master Plan

Each student should consult with his/her academic advisor and develop a five-year master plan to allow for:

- taking realistic credit loads each semester;
- attending Florence, London and/or NYC for a semester or a summer;
- identifying a selection of elective courses which will be personally gratifying and which will meet the basic elective distribution requirements;
- taking into account all prerequisite requirements;
- graduating on time;
- incorporating a minor.

An up-to-date personal assessment of how your Syracuse University courses and transfer credits are used to satisfy degree requirements is available on <https://myslice.syr.edu> → MyAcademics → View My Advising Report. At the end of each semester, review your master plan to adjust for any changes in circumstances. A master plan chart is available in room 201 to assist you in your planning. All fourth year students will receive a degree check in their architecture mailbox. **It is your responsibility to review this information and discuss any discrepancies with Karen Holl to ensure that all your requirements are fulfilled.**

The following section defines the professional and non-professional requirements of the curriculum.

Design

54 c.h. total

Each student is required to complete ARC 107, 108, 207, 208, and 307 sequentially. ARC 407 and 408 are offered each semester in Syracuse at three off campus sites as well as during the summer in Florence, of a student's fourth year. ARC 508, Thesis, requires successful completion of all previously listed studios and ARC 505, Thesis Preparation.

Architectural History

12 c.h. total

Each student is required to complete the introductory two-course survey, ARC 133 and 134. In addition students are required to complete two intermediate elective lecture courses focusing on a particular chronological period or broad theme. A selection of these courses, ARC 332, 335, 336, 337, 338, 431, 432, 433, 435, and 436 (all cross-listed with the Department of Fine Arts, College of Arts and Sciences), are offered.

Advanced Architectural History courses are specialized courses for students with adequate preparation and interest, typically given ARC 500 level designation. These courses do not count towards satisfying the 12 credit hour requirement in Architectural History but do count towards the Professional Elective distribution requirement.

Additional coursework taken in Architectural History fulfills Professional Elective, Arts and Sciences, or Open Elective distribution requirements. Students may elect to complete a Minor in Architectural History by completing a total of 18 c.h. of Architectural History.

Architectural Theory **6 c.h. total**

Each student is required to complete two courses in Architectural Theory: ARC 141 and ARC 242, taken sequentially.

Technical Design **12 c.h. total**

Each student is required to complete ARC 121, 222, 322, and 423, taken sequentially. Note that the core courses ARC 121, 222, and 322 are offered only once each year, while ARC 423 is offered each semester and also during the first summer session.

Structural Design **6 c.h. total**

Each student is required to complete ARC 211 and 311, taken sequentially. Note that these courses are offered only once each year in the fall or spring semesters.

Professional Requirements **12 c.h. total**

Each student is required to complete ARC 181, Representation I and ARC 182, Representation II in their first year of study. ARC 505, Thesis Preparation and ARC 585, Professional Practice are normally taken in the fifth year of the program, and are currently offered in both fall and spring semesters. ARC 505 is also available during the summer.

Professional Electives **18 c.h. total**

Professional Electives are courses taken within the School of Architecture. Students normally begin their Professional Electives in the third year of the program. ARC 490 is counted as Independent Study credits. Acceptance of non-Syracuse University School of Architecture courses for professional elective credit must be petitioned and reviewed by Professor Massey before registration for those courses. Only 2 professional electives from outside of Architecture are allowed.

Arts and Sciences Requirements

9 c.h. total

Each student is required to complete two writing courses: WRT 105, Studio 1: Practices of Academic Writing and WRT 205, Studio 2: Critical Research and Writing. Syracuse University does not allow transfer credit for WRT 205, except in the case of AP credit. In addition, students are required to complete MAT 221, MAT 285, MAT 295 or PHY 101 as preparation for ARC 211, Structural Systems Design I.

Arts and Sciences Electives

21 c.h. total

Each student is required to complete courses taken within the College of Arts and Sciences to fulfill this degree requirement. Honors courses fulfill Arts and Sciences electives while remedial or developmental courses do not.

Open Electives

12 c.h. total

Each student is required to complete 12 credit hours of Open Electives. These credits can be taken in any Syracuse University School and College, or at SUNY ESF, to fulfill this degree requirement. Excess credits in any other elective category may be counted as open elective credits. A maximum of six credit hours of college level remedial and developmental courses may count as open electives. **PED course credits will not count towards open elective requirements.**

Choosing Arts & Sciences and Open Electives

Because nearly one third of the total credits necessary for graduation are not architecture courses, you have the opportunity to complete an individual liberal arts education. The selection of electives should be directed by:

- a personal vision of your total education
- subject matter of strong personal interest
- subject matter which explores ideas and disciplines with which you are unfamiliar and **not** based on convenient scheduling, easy grading, or light workload.

You may choose to group electives to complete a minor. Consult the Syracuse University Undergraduate Course Catalog for a list of available minors and concentrations.

Experience Credit and Internships

The School of Architecture does not offer experience credit or internships, nor do such credits earned in other colleges on campus count towards the B. Arch. degree program.

Independent Study

Students may pursue independent study projects by submitting an "Independent Study Proposal" form, available in room 201, signed by the faculty sponsor and approved by Undergraduate Chair, Professor Stenson and the Associate Dean. A detailed topic outline, schedule of research, and projected results must be included with the proposal on a separate sheet. Credit for independent study varies from one to six credit hours. The number of credits being granted must be legitimately reflected in the time commitment and results. Once approved, the independent study form is submitted to the Registrar's Office for registration. Students must have a minimum grade point average of 2.5 before being eligible to register for Independent Study.

Petitions

Any request for special permission or exceptions of any kind must be typed or printed on a "Petition to the Faculty" form which is available in room 201 of Slocum Hall. See the "Petitioning Process" section in this handbook.

TRANSFER STUDENTS AND TRANSFER CREDIT

Transfer Students

Transfer students should develop a master plan with their advisor during the first year. This master plan should take the following factors into consideration:

- planning realistic credit loads each semester
- attending Florence, London and/or London NYC for a semester or a summer
- the possibility of completing a minor, depending on how many credits were accepted upon entering the program
- the availability of summer courses
- a projected graduation date

Transfer students should also receive a clear record from the office regarding:

- what credits have been transferred
- what non-architecture requirements have been met (e.g., writing studio, the tech prep requirement, elective distribution, etc.)
- what advanced standing, if any, in the architecture program has been given.

In general, appropriate transfer credits from accredited institutions in which grades of C or better have been earned are accepted by the School of Architecture. Only the numbers of credits actually applicable toward the B. Arch. 162 credit hour program are transferred to the University transcript. The

School of Architecture typically does not accept transfer credit for design studios from other institutions.

If you are a transfer student who is "out of sync" with your design class, you may petition to take courses out of order. In particular, this applies to the technical design sequence - ARC 121, 222 and 322. Transfer students who come to the school with as many as 50-60 credits may want to consider developing a program that will allow them to receive both a B.A. and a B.Arch in five years. Anne Marie McGinnis, Director of Student Records for Arts and Sciences, 329 Hall of Languages, has developed a general outline and has designated her staff as advisors for the B.A. program.

Transfer Credit: SU Students

If you take courses elsewhere to fulfill School of Architecture professional degree requirements, **you must petition each substitution in advance** to the professor teaching the corresponding Syracuse University course. Petitions should include detailed course outlines, book lists, etc. Design transfer credit may be granted only by the Chair of the Undergraduate Program or the Associate Dean. Writing program and mathematics transfer credit must be petitioned to those departments and approved in advance by the School of Architecture. Transfer credit petition forms are available in room 201. For coursework to be transferred, a grade of C or better must be achieved and the student must be in good standing (cum GPA 2.0).

REGISTRATION

Registration for the following term occurs approximately one month before the end of each semester. You will receive an updated degree audit and advising transcript from Karen Holl in your architecture mailbox. The University publishes a booklet called the **Schedule of Classes**, available only online at <http://registrar.syr.edu> which lists all available classes on campus, as well as their prerequisites and restrictions. Registration information for courses offered by the School of Architecture is posted on the academic bulletin board near the 2nd floor elevator.

The School of Architecture requires that you meet with your faculty advisor before you can register. You should arrange to see your academic advisor as soon as you receive the Registration Notification letter from the Registrar's office. Sign-up sheets will be posted on faculty advisors' doors for advising appointments. Students who are unable to meet with their advisor should see Professor Stenson. Academic advising provides you with an opportunity to discuss course selections with your faculty advisors within the context of an overall degree plan. Course selections are recorded on the Registration Advising Form that must be signed by the advisor, thereby indicating his or her approval.

Registration advising should be completed before the registration time/date. The signed Advising Form should be taken to room 201 and the white copy of the form be dropped off at the front desk **before** the registration time/date. When the advisor confirms his or her signed approval, a designated staff member will remove the advising hold, thereby allowing you to complete the registration process.

NOTE: Students planning to attend the Florence Program will register for those courses there, but should still have their schedule approved by their advisor here in Syracuse. Students planning to attend the London or NYC Program will register prior to leaving. In addition, all fourth and fifth year students will have their progress towards degree sequence reviewed and confirmed by Karen Holl.

Dropping/Adding Courses

Consult with your advisor about any proposed schedule adjustments, which may be made online using MySlice on the web during the first two weeks of classes. If you need to make a schedule adjustment after the Academic Drop Deadline, it is important to process an add/drop form promptly. Failure to process an add form may result in your not receiving a grade or credit for a course you intended to add. If you intend to drop a course, it is essential for you to process the drop form by the scheduled drop date to avoid the possibility of being given an F, NA, or no grade.

You may drop courses up to the **Academic Drop Deadline**, usually just after mid-semester. It is important to consult your advisor before dropping any course. Once a course is dropped, it will no longer appear on your student record.

After the Academic Drop Deadline, you may still withdraw from a class up to the withdrawal deadline published in the Time Schedule of Classes. A "WD" will appear on your record, but it will not affect your grade point average.

Dropping or withdrawing from courses may in some cases affect your standing within the School (see "Academic Actions" on page 27), as well as your eligibility for financial aid. There is a financial deadline each semester for dropping courses with a full refund; consult the Tuition, Fees, and Related Policies booklet or the Time Schedule for details.

Full-time and Part-time Status

As a student in the School of Architecture, you are required to maintain full-time status, i.e., to register for 12 to 18 credit hours, during each semester of enrollment. To avoid being placed on College Probation, you must complete at least 24 credit hours during each 12 month period; please refer to page 27 "Academic Actions" for details.

Registering through University College

Students may petition for University College rates for their final 6-11 credit hours to take advantage of the lower rates after they have completed their tenth semester of full-time study. Petitions must be submitted through the undergraduate chairs office for approval.

STUDIO ASSIGNMENTS AND OPTIONS

For your first three years, you will be assigned to a specific studio each semester. These are referred to as the “core” studios and must be taken in sequence as shown on the curriculum chart. Efforts are made to ensure that no student has the same instructor twice within the first three years.

The fourth year studios ARC 407 and ARC 408 may be taken on campus, in Florence, London or New York City either semester. Studio assignments for the 4th year Visiting Critic Studio are made on the basis of a first, second, and third choice balloting system, with first choice being given whenever possible. These are intensive nine-week studios. Students should register for ARC 407 in the fall semester and ARC 408 in the spring semester.

THESIS PREPARATION AND THESIS

ARC 505, Thesis Prep, is offered both semesters, and sometimes during the summer, on the Syracuse University campus only. ARC 508, Thesis, is normally taken during the semester or summer immediately following successful completion of ARC 505.

In ARC 505, Thesis Prep, each student identifies a topic and develops a proposal for testing a hypothesis through design. Each student is assigned an advisor and committee member through a lottery that takes place early in the Thesis Prep semester. In ARC 508, each student develops a thesis, working with his or her advisor and a secondary faculty advisor.

Faculty members have sometimes proposed themes or projects that are addressed by multiple thesis students jointly working with a single faculty advisor. This second option for thesis is currently on hold pending evaluation. It may or may not be reintroduced as an alternative to the standard thesis procedure.

The prerequisites for ARC 505, Thesis Prep include completion of the core requirements (ARC 107, 108, 207, 208, 307, 407, 408, and 409; ARC 133 and 134; ARC 141 and 242, ARC 121, 222, 322; ARC 211 and 311, ARC 181 and 182.

You will be assigned a faculty advisor for Thesis Prep and Thesis, who will be responsible for guiding you through the yearlong thesis process.

- For Thesis Preparation, three reviews - two preliminary and a final - are scheduled with the faculty committee. The committee determines the final grade. The minimum passing grade for Thesis Prep is a 'C'.
- For Thesis, two preliminary reviews with the committee, and a final review with that committee plus two additional faculty, are scheduled. At the final review, the committee determines the final grade. The minimum passing grade for thesis is a 'D'.

Thesis Book Requirement

One of the requirements of ARC508 Thesis is the submission of a book that outlines the thesis, compiles the relevant research and analysis completed in Thesis Prep and Thesis, and documents the final design produced during the Thesis semester. PLEASE NOTE: submittal of the Thesis book is a prerequisite for passing the course. It must be completed in order for any student to receive a grade AND FOR HIS OR HER DEGREE TO BE CERTIFIED. Failure to meet the deadline will delay the awarding of the degree.

Thesis Awards Jury

After the final review, based upon faculty vote, the best Thesis projects are selected to be reviewed by a "Thesis Awards Jury". The Thesis Awards Jury is composed of a group of distinguished visiting architects and educators who review the best theses once more. At the end of the Thesis Awards Jury day, the faculty votes to determine graduation honors. The award results are made public at the School's Graduation Convocation ceremony held on the Saturday before Commencement.

ADVISING

It is the student's responsibility to track progress and meet the requirements of the program. An extensive and personal counseling network exists to assist you in realizing the maximum educational benefits available within the School and the University. You are strongly encouraged to take advantage

of this network. Initiating the advising process is the student's responsibility. Information on University advising and counseling services is found in the S.U. Student Handbook.

Faculty Advisors

Undergraduate academic advising within the School of Architecture is coordinated through the Office of the Chair of the Undergraduate Program. During the first year, all freshmen are assigned to a faculty advisor for advising, and general counseling. Your faculty advisor will guide you through the registration process and help with academic planning, including choice of professional electives, minor requirements, etc. Advisor assignments can be found on MySlice under Advisor Services. Faculty is required to have sign-up sheets on their office doors, which you should use when you schedule appointments. If you have any questions about your faculty advisor or the process, please see Karen Holl. **REMEMBER: It is your responsibility to initiate the advising process - be proactive!**

HONORS PROGRAM

The Renée Crown University Honors Program is an interdisciplinary program for qualified students from all schools and colleges at the University. Students in the honors program enroll in special sections of selected introductory courses, such as WRT109, an honors-only to WRT105 "Studio 1: Practices of Academic Writing (Honors)." Through these sections and smaller, more advanced courses offered by selected faculty across the university, honors students enjoy the chance to work at a high level with students from a range of disciplines.

Honors Program students follow the regular architecture curriculum, although they often choose honors courses as electives. The culminating academic experience of the Honors Program for most students is the Honors Capstone, an independent, advanced exploration within the student's chosen area of study. For an architecture student, the Honors Capstone is usually developed in parallel with the Design Thesis, building in both cases on research done in ARC505 "Thesis Prep."

Entry into the Honors Program for freshmen is based on a strong high school record. Other students are admitted on the basis of their academic record, usually indicated by Dean's List standing in Architecture (see Academic Honors section). You may obtain information from the Honors Program Office, 306 Bowne Hall, or at honors.syr.edu.

III. GLOBAL CAMPUS PROGRAMS

The School of Architecture offers a variety of opportunities for international study within the discipline of architecture. These include regular semester-long programs in Florence, London, and New York City, and a summer semester program in Florence and shorter summer programs in other locations. Participation in these programs is by application and requires completion of the third-year design sequence as well as ARC 134, 222, 322, and 311. You must also be in good academic standing, with a GPA of 2.5 or higher, and must apply through the admissions process specified by the SU Abroad office for the Florence and London programs. For the NYC program, see the SOA website. GPA under 2.5 must apply for special consideration.

While every attempt will be made to accommodate accepted students for the semester of their choice (fall, spring or summer), the School of Architecture reserves the right to apportion students among semesters to create balanced enrollments.

Students may elect to attend two Global Campus Programs successively on a space available basis.

Note 1: While the curriculum allows students to spend a year abroad (i.e., alternate semesters in London and Florence), doing so does have certain curricular consequences. Any student considering this option should discuss the implications with her/his advisor. **Note 2:** Thesis Prep (ARC 505) is not available in the Global Campus Program. Visiting Critic Studio is not available in Florence, but is available in London and NYC.

FLORENCE PROGRAM

In Florence, students register for ARC 407 or 408, the 4th year design studio, ARC 571, a 3-credit hour field trip course (P.E. credit) and either an additional Professional Elective or a 3-credit hour history course ARC 332 or ARC 335 (Arch History credit). Additionally, all undergraduate students must take a three-credit hour Italian language course for A&S credit. It is recommended that you take at least one semester of Italian language (ITA 101), prior to participation in the Florence program. This program is available either semester.

Florence Summer Program

The Summer Semester in Florence is a nine-week, 9-credit hour program. Prerequisites are the same as for the regular semester. In addition to the studio, the program includes a 3-credit hour field trip course (P.E. credit), and a non-credit introductory Italian language course.

LONDON PROGRAM

The London Architecture Program is organized around a suite of three professional courses (design studio, professional elective, and a field studies seminar) plus an A&S course selected from the offerings available at the London center. Students attending the London program may petition to receive Visiting Critic Studio credit provided they meet the eligibility requirements.

NYC PROGRAM

The New York City program is located at the Syracuse Architecture Center in lower midtown Manhattan. In addition to their studio-based work, students take courses on the history of the city, urban morphology, planning, real estate development, and urban theory. The program draws on Syracuse architecture faculty and New York-based critics and architects, and the cultural resources of the city.

SPECIAL SUMMER TRAVEL PROGRAMS

The School sponsors summer programs abroad every year. These programs are initiated by faculty and advertised during the year preceding the summer of the program. In the past, programs have been held in England, France, Germany, Greece, Japan, Russia, China, Scandinavia, Austria, Czech Republic, and Spain. Normally, these programs consist of two 3-credit hour courses. Application is made through the SU Abroad office at 106 Walnut Place (443-3471).

STUDY ABROAD SCHOLARSHIPS

The School of Architecture awards partial scholarships on a competitive basis for study abroad; see scholarship section of the handbook. In addition, under certain circumstances, the Syracuse University Abroad office makes direct grants to students with demonstrated need. Information is available at the **SU Abroad Office, 106 Walnut Place.**

IV. GRADES

GRADING CHART

The following chart shows the grading system currently in effect throughout the University.

A	=	4.0
A-	=	3.6667
B+	=	3.3333
B	=	3.0

B-	=	2.6667
C+	=	2.3333
C	=	2.0
C-	=	1.6667
D	=	1.0
F	=	0
NA	=	Never attended

Grade symbols for incompletes, audits and pass/fail are explained below. For an explanation of all other symbols consult the Academic Rules and Regulations booklet.

DESIGN GRADE REQUIREMENTS

During the first two years in Design (107/108 & 207/208), a semester grade of D is a passing grade provided a cumulative design GPA of 2.0 is achieved for both semesters.

If your studio GPA for the year is less than 2.0, the design faculty for that year will review your work and performance for the two semesters involved and decide whether repeating one semester or the entire year is required, or whether you may continue to the next design year with the requirement that the missing grade points be made up during the subsequent year's studios. The decision of the faculty is final; students are not present during the reviews. You are advised to keep records of the year's work for possible faculty review and, if necessary, you should be prepared to make the material available for review before leaving campus in May.

In the third year, D is a passing grade provided a design GPA of 2.0 for both courses (ARC 307 + ARC 308) is achieved; if not, the semester with the lower grade must be repeated until a combined GPA of 2.0 is achieved.

A minimum grade of C is required in the visiting critic studio, ARC 408. In all cases where students are required to repeat design studios, one 6 c.h. studio may be retained as open elective credits toward the degree program total of 162 c.h.

Thesis Prep and Thesis Grade Requirements

In Thesis Prep, a minimum grade of C must be achieved before you will be permitted to pass on to Thesis. Grades of 'C-' and 'D' are not options. In Thesis, a grade of 'D' is passing and acceptable for graduation, provided all other requirements are met.

One of the requirements of Thesis is the submission of a book that outlines the thesis, compiles the relevant research and analysis completed in Thesis Prep and Thesis, and documents the final design produced during the Thesis semester. Submittal of the Thesis book is a prerequisite for passing the course. It must be completed in order for any student to receive a grade and for his or her degree to be certified.

Mandatory Archiving Policy

The school is implementing a new digital asset management system for collecting and archiving student files. Students will be required to upload their work throughout the semester, and faculty will be able to use the system to view and rate the quality of work. Protocols are still being developed but we expect the system to go live in a September/October time frame. More details will be forthcoming. A student who fails to submit work for archiving will not receive a grade in the course.

Students producing manual drawings must scan their work at a minimum of 300 dpi with hardware in the school or at Syracuse Blueprint at student expense and upload the files to the archive.

GRADING GUIDELINES FOR DESIGN STUDIOS

The following grading guidelines used by all design instructors when awarding grades in all Design Studio courses:

- 'A' Performance of **superior quality**, intellectually, formally and technically. There is clear evidence of genuine talent and architectural insight. Reserved for work that is extremely sound and not merely flashy.

- 'B' Performance of **good quality** that has aesthetic merit and technical competence, although some problems are noted. Work reflects a solid commitment to the learning process and an understanding of the issues.

- 'C' Performance of **acceptable quality** that meets the basic goals of the exercise, is presented in a complete manner and does not contain serious errors of judgment or omission.

- 'D' Performance of **inferior quality** that may reflect a conscientious effort on the part of the student, but contains many serious errors of judgment, lacks aesthetic skill and/or is incomplete in presentation. The work does not meet the instructional goals in several areas.

'F' Performance that is **seriously deficient** in merit and effort. Given to those projects that reflect a lack of class attendance, significant incompleteness and/or lack of interest in the subject material. Student should be counseled about commitment to studies and the possibility of transferring out of architecture.

Studio work is graded on the basis of actual performance rather than potential. Performance in this case is defined as a combination of intention, participation, and production.

Incompletes

An incomplete (I) is granted only under extenuating circumstances beyond your control. The School of Architecture will need supporting documentation for your student file (doctor's note, obituary, subpoena, proof of military duty, and so forth) submitted at your earliest convenience. **You must petition for an incomplete** on the appropriate form, signed by the instructor, Professor Stenson, and the Dean, by the last day of classes. A maximum of one year is allowed for removal of the incomplete. An incomplete is calculated in your GPA as an F until it is removed. To remove an incomplete you must fulfill the requirements set out in your request for Incomplete and then agreed is assigned by the instructor. Do not re-register for the class.

Pass/Fail Grades

The Pass/Fail option is available to encourage you to take challenging courses in which you may have had little previous background and in which you may be with students who have had previous background in the subject. The grade on your permanent record will be pass or fail (P or F). If the grade is a pass, credit will be given for the course but the pass will not affect your GPA. A fail grade is the same as a regular "F" and will affect your GPA accordingly.

The pass/fail option must be selected by the deadline established at the beginning of each semester. No more than 12 credits of courses taken pass/fail may be applied toward an undergraduate degree. **Only open elective courses may be taken Pass/Fail.** This option is not available for any professional program requirement or for Arts & Sciences requirements.

Auditing

Auditing a course allows you to further your own knowledge without having the responsibility for fulfilling the academic requirements for that course. No academic credit is earned. Audited courses appear on your grade reports and transcripts with no credit hours and a grade of "AU". Audited courses do not affect your GPA and they do not count towards any school or University requirement.

You must decide by the end of the second week of classes whether or not you wish to audit a course; you may not rescind your selection of the audit option after that time. You may drop or withdraw from an audited course in the usual manner.

Full-time students are not charged for auditing during the academic year. Part-time students pay for audited courses at 60% of the regular per credit hour fee. See the **Tuition, Fees and Related Policies** booklet for details.

GRADE APPEAL POLICY

In unusual circumstances a student may appeal a final grade or studio project grade based on the following certain reasons including:

- 1) computational error
- 2) inadequate information

Process for appeal:

1. The student should discuss a grade appeal with the faculty member for clarification and resolution.
2. If unresolved, the student should bring the grade appeal to the Chair of his/her program of study. The Chair will meet with the faculty member and the student. It is expected that most appeals will be resolved at this level and the student and faculty member will accept the advice of the Chair.
3. In extremely rare cases the appeal process may continue beyond the mediation efforts of the Chair. The student or faculty member may bring the grade appeal to the Associate Dean, who will select a grade appeal panel consisting of:
 - a. The Associate Dean
 - b. A tenured (if possible) faculty member from the area of the curriculum related to the appeal
 - c. A tenured faculty member at large.
4. After an investigation by the panel and presentation of the issues by both the student and the faculty member, the panel will make a recommendation to the Dean's office on the case. The Dean's office will notify the student and faculty member in writing of the results of the

panel's deliberations and recommendation. The decision by the Dean will be binding for all parties.

ATTENDANCE

Students are expected to attend each class punctually and for the entire class period. You should inform your instructor in advance of any expected absence or abbreviated attendance.

It is your responsibility to notify the School at **443-2256** if you expect to be absent for an extended period due to illness or other reasons. Failure to attend classes due to illness or other legitimate causes may be excused. A doctor's certificate or other evidence is required.

If you do not submit an excuse to the instructor or if the excuse is not accepted, the absence is considered unexcused. Faculty members have the right to establish a specific attendance policy that can influence your grade for that course. An extended absence from any class even for medical reasons can result in the requirement to drop the course and repeat.

GRADUATION REQUIREMENTS

In addition to fulfillment of all specific course requirements, graduation from the School of Architecture requires minimum overall GPA of 2.0 in three areas: in all coursework taken (including all architecture and non-architecture coursework and thesis); in all architecture courses (including thesis); and in all required design courses (not including thesis).

REPEATING COURSES

Any course in which you have received a grade of D or F may be repeated. (**Note:** If you are receiving a TAP award, review the paragraph on page 24 on the financial aid implications of repeating courses). The lower grade remains on the official transcript, but is not factored into the GPA; the higher of the two grades is counted in the grade point average. **You must actually re-register for courses which you wish to repeat; under no circumstances may you merely "sit in" on a course in a subsequent semester, and have a new grade submitted.**

A student may not be registered for the same architecture course more than 3 times. For more information on repeated courses, please refer to the Academic Rules and Regulations booklet.

V. FINANCIAL AID AND SCHOLARSHIPS

The Office of Financial Aid, located in 200 Archbold North, administers most scholarships, grants, loans, work-study and other types of aid. To apply for financial aid, returning students must file a FAFSA form by a designated deadline of each year to receive full consideration. Forms are available from the Office of Financial Aid. This office also publishes a quarterly newsletter "The Financial Aid Bulletin", which publishes deadlines and provides detailed information about financial aid procedures.

STATE AND FEDERAL FINANCIAL AID

New York State financial aid consists of the Tuition Assistance Program (TAP); Federal financial aid includes Pell Grants, Perkins and Stafford Loans, College Work-Study, and Supplemental Education Opportunity Grants (SEOG). If you receive state or federal financial aid, you must meet certain criteria with respect to satisfactory academic progress and program pursuit to remain eligible for financial aid.

Satisfactory academic progress is defined as earning a minimum number of credits over a specific number of semesters AND maintaining a minimum grade point average (GPA). If you receive federal aid, you must earn 40 credits by the end of the second year, and in subsequent years, maintain an average of 20 earned credits per year. For more detailed information visit: <http://financialaid.syr.edu/>.

You must also meet the standards specified by the home college as to minimum GPA; in the School of Architecture, you must maintain an overall semester GPA of 2.0 as well as an Architecture semester average of 2.0. See page 27, **Academic Actions**, for details. If you receive a TAP award, you must register for at least 12 credits each semester, and must earn passing grades in a percentage of the course load. **You should review the credit and GPA requirements, as well as their exceptions, published in a brochure available in the Financial Aid Office, for full details.** Failure to make satisfactory academic progress as defined above will result in the loss of financial aid.

Note on Repeating Courses: Repeated courses in which an acceptable grade has been received cannot be included as part of the minimum full-time or part-time course load for TAP eligibility. There are some exceptions. Contact the Financial Aid Office to be sure that repeating a course will not result in the loss of the award.

Work-Study Grants

If you have been awarded a work-study grant as part of your financial aid package, check the job listings posted in the **Student Employment Office**, 210 Steele Hall, as early as possible.

SCHOLARSHIPS

Architecture students who complete FAFSA forms and meet certain requirements will automatically be considered for University scholarship funds (see: <http://financialaid.syr.edu/scholarships.htm>). In addition, the School of Architecture nominates students, based upon merit, for the following scholarships, which are earmarked exclusively for Architecture students:

Alfred Kaskel Scholarship

An annual award for meritorious achievement and professional promise, these scholarships are given to one undergraduate and one graduate student in the last year of study. Students are nominated by the faculty from a list of candidates with high GPA's. A committee composed of the Dean, the Associate Dean and the Chairs of the Undergraduate and Graduate Programs makes the final selection. The award is credited to the students' accounts.

Myron Jordan Scholarships

The two annual Jordan Scholarships are based on need, character and academic merit, one awarded to an undergraduate and the other to a graduate student in all but the last year of study. The School nominates candidates to the Office of Financial Aid each year. Students in any year of study are eligible. The award is credited to the student's accounts.

Cutler, Masters, Revels and Moore Study Abroad Scholarships

If you plan to participate in the Study Abroad and NYC Programs, you may apply for Cutler, Masters, Moore, and Revels Scholarships in January of the preceding year of study abroad. The selection is based on financial need, merit, and academic achievement. Additionally the Moore scholarship application consists of the preparation of a portfolio, which, together with your academic record, is reviewed by a committee of the Dean and the Chairs of the Undergraduate and Graduate Programs. The awards range from \$500 to \$2000 and are credited to the students' accounts. Watch for posters announcing the application process in January of each year.

Marcie DuBrul Scholarship

An annual award based on merit and need, the DuBrul Scholarship is awarded to one female student not currently enrolled in her last year of study, with a GPA of no less than 3.0, in memory of Marcie DuBrul '77. The award is approximately \$1000 to \$1500 each year and is credited to the student's account.

Scholarships Sponsored by Outside Organizations

Organizations such as regional and national chapters of the AIA and industry-related foundations sponsor yearly scholarships. Information on these scholarships is listed in a scholarship booklet published by the School. See Jeanne Riley in the main office for further information on scholarships. In addition, scholarships, fellowships, and competitions will be posted on the third floor bulletin board.

VI. ACADEMIC HONORS

DEAN'S LIST

Semester Dean's List requirements are: 3.2 GPA in 15 c.h. or more taken on campus, Florence, New York, or London for letter grades; or 3.5 GPA in 12-14 c.h. taken on campus, Florence, New York, or London for letter grades.

WILLIAM J. SLIVERS PRIZE

The William J. Slivers Book Prize is awarded for the best sketch problem produced within the second year studios. The second-year studio faculty establish the criteria and makes the selection.

KING AND KING LEADERSHIP BY DESIGN PRIZE

The King and King Leadership prize is awarded annually to recognize excellence in building technology and integrative building design. Design excellence, intelligent, innovative and elegant integration of building systems and completeness and quality of presentation are the principal issues evaluated. Prizes are awarded from a set of projects nominated by the comprehensive design studio faculty. From this group of nominated projects, a jury comprised of studio critics and representatives of King and King will award prizes of \$300, \$200 and \$100 respectively.

GRADUATION HONORS

Membership in a particular graduating class, and eligibility for that year's graduation honors, will include students who have graduated in the previous December as well as those who graduate in May and will graduate in August. For the purpose of assigning honors, you may be included as a member of only one graduating class.

All final semester grades will be included in establishing honors which are based on academic standing. Removal of incomplete grades subsequent to the processing of final semester grades will not alter the class standing for this purpose. Graduation Honors include the following awards:

A.I.A. Henry Adams Award to the academically top-ranked 5th year student

A.I.A. Henry Adams Award to the academically second-ranked 5th year student

Alpha Rho Chi Medal for Leadership - Service - Merit

Luther Gifford Prize in Architecture for highest GPA in design

Thesis Prizes

Outstanding achievement in Thesis is recognized by the following awards, which are determined by faculty vote after Thesis Awards Jury:

- The James Britton Memorial Awards:

First Place:	Best Senior Thesis
Second Place:	Outstanding Senior Thesis
Third Place:	Outstanding Senior Thesis
- Winners receive a medal, a certificate, and a cash award.
- Dean's Thesis Citations: Winners receive a certificate and a cash award.

Thesis Citations: All other students who were selected to participate in Thesis Awards Jury, but who did not receive Britton or Dean's Thesis Citations, are awarded Thesis Citations, consisting of a certificate signed by the Dean.

Recipients of thesis awards who receive financial aid should note that cash awards might affect other federal aid awarded by the Financial Aid Office.

VII. ACADEMIC ACTIONS

COLLEGE PROBATION

You will not be considered to be in good academic standing, and will be placed on College Probation, when any of the following conditions exist:

1. The overall semester GPA is less than 2.0
2. The architecture semester average is less than 2.0 GPA
3. 12 credit hours or more of incomplete or NA grades are carried
4. Fewer than 24 credits have been earned over a 12-month period.

COLLEGE SUSPENSION

If you have been on College Probation, you must bring your overall cumulative GPA up to at least a 2.0 to be in good academic standing at the University. Until the overall cumulative average is at least a 2.0, you will remain on University Probation; it is not possible to graduate from Syracuse University with a cumulative GPA below a 2.0.

For more information on policies that relate to Probation, Suspension, and other academic actions such as leave of absence, withdrawal, and readmission, please refer to the University Academic Rules and Regulations.

After two consecutive semesters of academic performance below the probation threshold, for any of the above conditions, you will be placed on College Suspension and required to take a minimum one-year leave of absence from the School of Architecture. A student on leave from the School may, under certain circumstances, petition to register for University courses outside the School. Readmission to the School after such a leave of absence will be on a two-semester trial basis; that is, in each of the two subsequent semesters, a minimum 2.0 GPA must be achieved in all courses overall, in architecture courses, and in design. Four consecutive semesters on College Probation will result in ineligibility to re-register as an architecture student. Seriously departing from standards required for good academic standing or failure to make progress towards a professional degree requires that the student be placed on **permanent academic suspension**. This means that the student will no longer be able to continue as a student at the School of Architecture.

VIII. STUDENT RIGHTS AND RESPONSIBILITIES

The University's philosophy, policies, and procedures on Student Rights and Responsibilities are defined in the SU Student Handbook, available from Student Affairs in 310 Steele Hall. The School of Architecture requires students to become familiar with the Code of Student Conduct as well as the University's Judicial System, which has jurisdiction over all matters relating to student behavior. Each School and College handles matters concerning grades, courses, and academic dishonesty.

ACADEMIC INTEGRITY

As a student at Syracuse University, you are expected to abide by the undergraduate academic integrity policy outlined on the Academic Integrity Office's website at <http://academicintegrity.syr.edu>. Any breaches of academic integrity will be handled according to the policies and procedures outlined there.

As a student in the School of Architecture you are expected to conduct yourself in a manner that reflects the ethical ideals of the profession of architecture. Any breach of academic integrity not only raises questions about an individual's fitness to practice architecture, but also demeans the academic environment in which it occurs. Giving or receiving aid in examinations, plagiarism, or the falsification of University records are violations of an assumed trust between the School and the student.

Plagiarism, i.e., the presentation as one's own work of the words, drawings, ideas, and opinions of someone else, is a serious instance of academic dishonesty in the same context as cheating on examinations. The submission of any piece of work (written, drawn, built or photocopied) is assumed by the School to guarantee that the thoughts and expressions in it are literally the student's own, executed by the student, unless otherwise noted.

In Thesis Prep (ARC 505), students may not copy, paraphrase, or reuse outside sources or the work of other students unless credit is clearly given. Photocopied images, and especially freehand sketches, must be properly credited.

In Thesis (ARC 508), all work presented by a student is assumed to be created by the student, unless otherwise noted. If the student receives help in the execution of the design presentation (i.e., assistance in executing drawings and models), proper credit must be given at the time of presentation. **Students are not permitted, under any circumstances, to offer compensation for assistance by other individuals in the preparation of their thesis or any other project.** It is assumed by the faculty that all design ideas and decisions have been the student's own.

In cases where specific work is knowingly loaned to another student for reproduction, without clear acknowledgment, both parties will be considered guilty of academic dishonesty.

Instances of academic dishonesty will be discussed with the student or emailed to the student as a possible violation. If it is determined that there is a violation, a violation report (called Instructor Resolution in the policy) describing the violation and the decision regarding a sanction will be sent to the School of Architecture's Academic Integrity Coordinator. To be in compliance with the Academic Integrity Policy, this report must be made within five days. A sanction may be imposed, up to and including course failure for an academic integrity violation. The consequences for violations are up to the instructor.

If you have violated the Academic Integrity Policy, you will receive an e-mail letter about the violation from the Academic Integrity Office (AIO) and are required to make an appointment for a tutorial session within five days. You have seven business days after receiving notification of a violation from the AIO to notify your school/college Academic Integrity Coordinator if you wish to appeal the charge, the sanction, or both elements. If you decide to appeal, a school/college hearing will be scheduled.

If you commit a second violation, a hearing is required even if you decide not to appeal. Suspension and expulsion are not considered unusual sanctions for a second violation.

STUDENT STANDARDS COMMITTEE

The School of Architecture has a "Student Standards Committee" is composed of two faculty, two students, and an administrator. The Committee serves as the hearing panel for the Academic Integrity Office.

COURSE AND FACULTY EVALUATIONS

The School of Architecture conducts student evaluations of all courses each semester. Course evaluations are distributed to students at the end of each term and are anonymous. Faculty review the forms only after grades have been submitted.

As part of the faculty reappointment, promotion and tenure process, you may be asked to fill out faculty evaluation forms. This procedure is conducted by student representatives on the Reappointment, Promotion, and Tenure Committee.

The evaluation process is an essential function of the School and provides an opportunity for you to contribute to that process. Therefore, it is important that you complete and return evaluation forms each time you are asked to participate.

OWNERSHIP OF STUDENT DESIGN WORK

Student work is officially the property of the student. It is, however, School policy to make reproductions of selected projects as required, for educational purposes. Originals will be returned to you, and you may borrow the copy negatives. The cost of making reproductions of selected student work will be covered by the School. If your work is used after you complete the course in which it was created, it will be listed anonymously, or your written permission will be secured if your name is to be used. Refer to policies of Academic Study in University Academic Rules and Regulations for more detail.

COMMUNICATING STUDIO CONCERNS

Occasionally, concerns may arise in individual studio sections. Such concerns should be shared with the studio instructor first with the goal of achieving a mutually satisfactory resolution through direct dialog. If this is not achieved, students should then notify their studio year's faculty coordinator, who will do his/her best to resolve the issue(s) at hand.

SEXUAL HARASSMENT

Syracuse University has responded to the problem of sexual harassment by creating a University-wide policy for dealing with instances of sexual harassment, and by conducting prevention and education programs throughout the schools and colleges. Sexual harassment is prohibited by federal and state law and Syracuse University policy. The following definition, based on Title VII of the Civil Rights Act of 1964, is provided:

Syracuse University defines sexual harassment as unwelcome behavior of a sexual nature that relates to the gender or sexual identity of an individual and that has the purpose or effect of creating an intimidating or hostile environment for study, work, or social living.

The School vigorously supports the University's policy and does not tolerate any form of sexual harassment. For more information, consult the brochure "Sexual Harassment - Prevention and Response." This brochure is widely available - in 201 Slocum Hall, the Student Employment Office, the Counseling Center, Hendricks Chapel, and many other locations on campus.

PETITIONING PROCESS

In those instances where an individual is requesting a waiver of School policy, a review of an academic action, or special consideration, it is necessary to file a "Petition to the Faculty". This standard form is available at <http://syr.edu/registrar/forms/index.html> and should be completed and signed by the student and, if appropriate, the student's academic advisor. Any supporting documentation should be attached to the form. Petitions are reviewed by Professor Massey. Approval of any request requires the signature of the Chair and the Dean.

STUDENTS RIGHTS UNDER FAMILY EDUCATIONAL RIGHTS PRIVACY ACT

The SOA and Syracuse University fully complies with the Federal Family Educational Rights and Privacy Act (FERPA). Please refer to University Academic Rules and Regulations handbook or <http://syr.edu/registrar/students/ferpa.html> for more detailed information.

IX. COMPUTING POLICIES

COMPUTER LAB POLICIES

The School of Architecture offers 24-hour access to two computer labs in Slocum Hall (Rooms 004 and 014).

The tables and floors in the labs are not to be used for cutting or scoring for any reason, to prevent damage to the table and floor surfaces. **Food and drink are forbidden** in the computer labs **at all times** as they can damage computer equipment. If we see you with food or drink in the labs your computer account and access to plotting, 3D printing, laser cutting, and cnc milling will be disabled for a minimum of two days.

Unauthorized reconfiguration of hardware or software on the lab computers is not permitted. Display or printing of graphic materials that might contribute to an atmosphere of sexual or other forms of social and/or cultural harassment or intimidation is forbidden.

All users of the computer labs are required to have an Syracuse Architecture Network Account. Details for obtaining an account are provided in the Syracuse Architecture Computing Acceptable Use Policy and Practices and at <http://soa.syr.edu/computing/accounts.htm>. More information on the School's computer labs can be found at <http://soa.syr.edu/computing/labs.htm>.

PLOTTING - ROOM 013

The plotter room is open only when a plot monitor is on duty in the plot room. Plotter supplies are handled by designated plot monitors. Students should locate the on-duty plot monitor if a plotter needs to be refilled with paper or ink. Fees are charged for all printing and plotting on school-owned devices in the plot room. These fees are used to pay for the operation of the printer and plotting facilities, including plotter maintenance supplies and computer hardware and software upgrades in the labs. Students and faculty should refer to the latest Syracuse Architecture Computing Acceptable Use Policy and Practices or http://soa.syr.edu/computing/print_pay.htm for the most up-to-date plotting fee structure and procedures. More information on the school's plotting procedures can be found at <http://soa.syr.edu/computing/printing.htm>.

COMPUTER STUDIO USE

Students may bring their own computers and use them at their studio workspace (laptops are preferred). All studios in Slocum Hall are covered by the University's wireless network, AirOrangeX. A computer with a built-in or add-on wireless card is required to access the network.

Instructions for using the wireless network can be found at:

<http://its.syr.edu/connecting/wireless/index.cfm>

More information on studio computing, including how to connect to the plotters and printers, and how to access your computer lab and course files, can be found at <http://soa.syr.edu/computing/studio.htm>.

COMPUTER PROBLEM SOLVING

For help resolving computer problems, please visit <http://soa.syr.edu/computing/help.htm>.

School IT staff can assist with file recovery from corrupted USB keys, cd-roms, and hard drives. The School cannot guarantee that student files will be salvageable, and this service is dependent on staff workload at the time. Please email Andy Molloy (awmolloy@syr.edu) or Chuck Savage (crsavage@syr.edu) for info.

PROHIBITED COMPUTER PRACTICES

- Vandalizing or removing any of the computer equipment.
- Logging on to a computer using someone else's account. Conversely, letting someone else use your account. If your account is not working, ask for help and we will fix it.
- Installing computer programs onto the lab computers or into your folder on the server. This includes web browsers, peer-to-peer file sharing, music software, games, instant messaging, etc.
- Circumventing or attempting to bypass the auto-logoff system in the computer labs.
- "Camping" a computer (remaining logged into a lab computer while not present). Unattended computers may be auto-logged off after 30 minutes, and unsaved work may be lost.
- Printing non-architecture course work related items on the printers and plotters.

- Changing the priority of your print jobs so that your print/plot files jump ahead of others on the print queue. After one warning your account will automatically be suspended.
- Accessing the plotting room when it is closed.
- Building models in the computer labs. Cutting, painting, pasting, drafting, and gluing must be done in the designated studio and model shop areas in Slocum Hall.

Note: These regulations are subject to change as the School's computing environment and practices evolve. Refer to the latest Computing Acceptable Use Policy and Practices. Students engaged in one or more prohibited computing practices may have their accounts suspended, removed and/or face disciplinary action through S.U. Judicial Affairs.

SCHOOL-WIDE COMPUTER PRACTICES AND RECOMMENDATIONS

The School of Architecture makes a reasonable effort to help a student connect to the wireless network. Students must have current and up-to-date anti-virus protection on their computer before the School will help with computer related problems.

Students connected to the network should avoid running bandwidth-intensive programs, as they can slow down the network for everyone. These include peer-to-peer file sharing, torrent clients, streaming media, binary down loaders, and network gaming or other high bandwidth 'always on' type programs.

The School does not distribute or support unlicensed copies of software. Students must keep the original sales receipt of all software purchased for their own computer if it is to be connected to the school network. All instructors of course work that use computing media require students using machines and software not in School computer clusters to provide a copy of the purchase receipt(s) for relevant application(s). This requirement is necessary for the School to avoid violation, and comply with software copyright laws. Copyright law forbids the copying or 'borrowing' of software programs owned or licensed by the School that are installed on School computers in the labs. Any student found copying, attempting to copy or in possession of illegally copied software will face disciplinary action by the School and University and may face criminal prosecution.

The School of Architecture assumes no responsibility for theft or damage of equipment left unattended in studios. Students must secure their machines and peripherals with lock-down devices, which are available in the SU Bookstore. Students who wish to have insurance should seek personal policies or check for coverage under existing policies. Students are reminded, as with all studio security, to take

collective responsibility for excluding people who are not working in the studio. All problems should be reported to staff in Room 201 and/or the University Police at 711.

SUMMER USE OF COMPUTER LAB AND FABRICATION RESOURCES

Students must be registered for a summer architecture course or employed by the University in order to use the School's facilities over the summer. This includes the computer labs, plot room, laser cutters, CNC, woodshop, etc. Working for a faculty member without being paid by the school does not qualify. Working on a competition, taking a summer course at another University college, or working on thesis also do not qualify. This is a matter of University policy and relates to questions of legal liability.

SU EMAIL POLICY

All official electronic communication (email) from University and School officials is through each student's "(netid)@syr.edu" email account. Students may have email accounts through other systems. However, all students and faculty are required to check their "syr.edu" email address regularly. For students this can be done through SUmil (<http://sumail.syr.edu>), or by forwarding their "syr.edu" email to an alternate email address (see <http://its.syr.edu/netid>).

X. FABRICATION SHOP

Fabrication Shop

The Slocum Hall Fabrication Shop is a state-of-the-art machining facility for the processing of wood products and certain plastics. The shop combines traditional woodworking equipment along with some modern digital fabrication machines and a ventilated paint booth located in adjacent rooms. After safety orientations and training, students may use the shop to complete assignments that involve physical fabrication. Here they can explore and experiment with the nature of materials, issues of assembly, spatial relationships, structural connections and aesthetic principles. The shop is specifically intended for School of Architecture students' school-related projects and can accommodate work ranging from small-scale models to full-scale working prototypes. The shop is staffed by a full-time technician during the day and qualified student monitors during the evening and weekend hours. For more information about use of the shop facilities, students should refer to the woodshop training and safety protocols posted on the School's website.

A one-hour orientation session arranged by faculty is required for all students. the students are free to use the facility and receive training as needed. Fabrication lab staff technician John Bryant (located in Room 008) is responsible for training and authorization on lab equipment. Students must abide by the shop rules and

seek training from the staff before attempting to use unfamiliar tools and equipment. **Failure to do so could result in injury, machine damage or restricted use of the shop.**

The shop is open only when a qualified monitor is on duty. Any student using the shop without a monitor on duty, using the machines and tools in an unsafe manner, and/or leaving the shop in disarray or vandalized will lose shop privileges and/or face disciplinary action through University Judicial Affairs.

Laser Cutter

The School maintains three laser cutters located in Room 011. These are sophisticated digital fabrication instruments that are available to students and faculty on a scheduled basis through a strict set of operating protocols. Fees are charged for use. The laser cutters are run primarily by Gary Cote, and the room is open only when an operator is present. Check the hours posted on the laser cutter room door. The laser cutter protocols, fees for use, and list of acceptable materials can be found at <http://soa.syr.edu/computing/diglaser.htm>.

3D Printer

The School's two 3D printers are available for use by architecture students and faculty on a first come first serve basis, but with preference given to digital fabrication classes. There is a fee required to use the printers. Students can submit files to a queue, and IT staff will print the models and contact the student when they are ready for pickup. The Invision SR 3D printer creates plastic models that are durable, translucent and paintable. The Zcorp 350 creates composite-based models that are also paintable. The 3D printer protocol, instructions for use, fee structure and job submittal form can be found at <http://soa.syr.edu/computing/dig3d.htm>.

Roland 3-Axis Mill

The School operates a 3-axis mill with a 17 x 12 x 2 inch usable bed size. Details on use of the mill, fees for use, and job submittal form can be found at <http://soa.syr.edu/computing/digcnc1.htm>.

Formech 450 Vacuum Former

The School's vacuum former can handle plastic sheet materials up to 18" x 18" with a maximum pull depth of 9". Details on use and acceptable materials can be found at <http://soa.syr.edu/computing/digvacform.htm>.

Etiquette

The Fabrication Lab/Model Shop can be a stressful environment, with sharp tools, heavy equipment, and a high noise level during busy times. Respect of others in this space is critical for the shop to function properly. The shop's staff members are trained to assist students with their projects, provide guidance in the safe and proper methods of equipment use, and perform maintenance on equipment when needed. They are also responsible for workflow logistics, and need to know in advance what people plan to do.

Please avoid last minute work. This interferes with normal work flow and can create a hazardous environment. All users are required to clean up their work after each session.

Here are some helpful tips:

1. Start assignments early to give yourself and the shop staff time to work through the details.
2. Bring drawings to discuss with shop staff. They can help you decide on materials and methods.
3. Make sure to have safety glasses and closed-toed shoes.
4. Tie back long hair, and contain loose clothing and jewelry, to avoid getting caught in machinery.
5. Have a cut list ready before occupying a machine. Others may be waiting to use it.
6. Ask for training when you need it. Assumptions can be hazardous!
7. Let the staff know if you need to leave something in the shop.
8. Let the staff know if you need to borrow something from the shop.
9. **CLEAN UP ANY MESS YOU MAKE!!!**

XI. THE SYRACUSE UNIVERSITY COMPACT

We the students, faculty, staff and administrators of Syracuse University will:

Support scholarly learning as the central mission of the University

Promote a culturally and socially diverse climate that supports the development of each member of our community

Uphold the highest ideals of personal and academic honesty, and

Maintain a safe and healthy environment for each member of the community.

In all aspects of University life, we will work together to reach these goals.

XII. UNDERGRADUATE CURRICULUM CHART – Class of 2016

	Semester	Design	History/ Theory	Technology	Structures	Profess. Require.	Profess. Electives	A&S/ Open Electives	Total credit hours
Year 1	Fall	ARC 107 6 ch	ARC 141 3 ch			ARC 181 3 ch		WRT 105 3 ch	15 ch
	Spring	ARC 108 6 ch	ARC 133 3 ch	ARC 121 3 ch		ARC 182 3 ch		Structures Prep 3 ch	18 ch
Year 2	Fall	ARC 207 6 ch	ARC 134 3 ch	ARC 222 3 ch				A&S Elective 3 ch A&S Elective 3 ch	18 ch
	Spring	ARC 208 6 ch	ARC 242 3 ch		ARC 211 3 ch			A&S Elective 3 ch WRT 205 3 ch	18 ch
Year 3 Abroad	Fall	ARC 307 6 ch		ARC 322 3 ch	ARC 311 3 ch			A&S Elective 3 ch A&S Elective 3 ch	18 ch
	Spring	ARC 407 6 ch					Profess. Elective 3 ch	Open Elective 3 ch	15 ch
Year 4 Abroad	Fall	ARC 408 6 ch	History Elective 3 ch	ARC 423 3 ch <i>Main campus only</i>			Profess. Elective 3 ch		15 ch
	Spring	ARC 409 6 Ch					Profess. Elective 3 ch	A&S Elective 3 ch Open Elective 3 ch	15 ch
Year 5	Fall		History Elective 3 ch			ARC 505 3 ch	Profess. Elective 3 ch	A&S Elect 3ch Open Elect 3 ch	15 cr
	Spring	ARC 508 6 ch				ARC 585 3 ch	Profess. Elective 3 ch		12 ch
	Totals	54 ch	18 ch	12 ch	6 ch	12 ch	18 ch	42 ch	162 ch

XIII. UNDERGRADUATE CURRICULUM CHART – Class of 2015

	Semester	Design	History	Theory	Technology	Structures	Profess. Require.	Profess. Electives	A&S/ Open Electives	Total credit hours
Year 1	Fall	ARC 107 6 ch	ARC 133 3 ch	ARC 141 3 ch			ARC 181 3 ch		WRT 105 3 ch	18 ch
	Spring	ARC 108 6 ch	ARC 134 3 ch		ARC 121 3 ch		ARC 182 3 ch		TechPrep 3 ch	18 ch
Year 2	Fall	ARC 207 6 ch		ARC 242 3 ch	ARC 222 3 ch				A&S Elective 3 ch A&S Elective 3 ch	18 ch
	Spring	ARC 208 6 ch	History Elective 3 ch			ARC 211 3 ch			A&S Elective 3 ch WRT 205 3 ch	18 ch
Year 3 Abroad	Fall	ARC 307 6 ch			ARC 322 3 ch	ARC 311 3 ch			A&S Elective 3 ch A&S Elective 3 ch	18 ch
	Spring	ARC 407 6 ch						ARC 561/571 3 ch	Italian -or- A&S Elective 3 ch	15 ch
Year 4 Abroad	Fall	ARC 408 6 ch			ARC 423 3 ch <i>not offered abroad</i>			Profess. Elective 3 ch	Open Elective 3 ch	15 ch
	Spring	ARC Comp 6 ch	History Elective 3 ch					Profess. Elective 3 ch	Open Elective 3 ch	15 ch
Year 5	Fall						ARC 505 3 ch	Profess. Elective 3 ch	A&S Elect 3ch Open Elect 3 ch Open Elect 3 ch	15 cr
	Spring	ARC 508 6 ch					ARC 585 3 ch	Profess. Elective 3 ch		12 ch
	Totals	54 ch	12 ch	6 ch	12 ch	6 ch	12 ch	18 ch	42 ch	162 ch

XIV. UNDERGRADUATE CURRICULUM CHART – Class of 2012 to 2014

	Semester	Design	History	Theory	Technology	Structures	Profess. Require.	Profess. Electives	A&S/ Open Electives	Total credit hours
Year 1	Fall	ARC 107 6 ch	ARC 133 3 ch	ARC 141 3 ch			ARC 181 3 ch		WRT 105 3 ch	18 ch
	Spring	ARC 108 6 ch	ARC 134 3 ch		ARC 121 3 ch		ARC 182 3 ch		A&S Elective 3 ch A&S Elective 3 ch	18 ch
Year 2	Fall	ARC 207 6 ch		ARC 242 3 ch	ARC 222 3 ch				PHY 132 3 ch	18 ch
	Spring	ARC 208 6 ch	History Elective 3 ch			ARC 211 3 ch			A&S Elective 3 ch WRT 205 3 ch	18 ch
Year 3	Fall	ARC 307 6 ch	History Elective 3 ch			ARC 311 3 ch			A&S Elective 3 ch A&S Elective 3 ch	18 ch
	Spring	ARC 308 6 ch			ARC 322 3 ch			Profess. Elective 3 ch	Open Elective 3 ch	15 ch
Year 4 Abroad	Fall	ARC 407 6 ch						ARC 571 3 ch Profess. Elective 3 ch	Italian -or- A&S Elective 3 ch	15 ch
	Spring	ARC 408 6 ch			ARC 423 3 ch <i>not offered abroad</i>			Profess. Elective 3 ch	Open Elective 3 ch	15 ch
Year 5	Fall						ARC 505 3 ch	Profess. Elective 3 ch	A&S Elect 3ch Open Elect 3 ch Open Elect 3 ch	15 cr
	Spring	ARC 508 6 ch					ARC 585 3 ch	Profess. Elective 3 ch		12 ch
	Totals	54 ch	12 ch	6 ch	12 ch	6 ch	12 ch	18 ch	42 ch	162 ch