

ARCH 5336 Pro Practice II: Programming and Site Planning, Spring 2015 Course Syllabus

Instructor: Edward Nelson, AIA, LEED AP

Office Number: 214-361-8485

Email Address: nelsone@uta.edu or ednelson@ERN-architects.com

Office Hours: Before or after scheduled class meetings.

Section Information: ARCH 5336–001 - Professional Practice: Programming and Technical Site Planning

Time and Place of Class Meetings: Mondays & Wednesdays
7:30PM - 8:50PM, Room 401

Description of Course Content: (3-0) The course covers the programming phase of a project, discussing how to document a client's needs and interpret those needs into a code complying, tangible building. The course closes with an overview of the technical aspects of site planning, including grading, utilities, zoning and accessibility requirements.

Student Learning Outcomes: Develop an understanding of how to listen to your client and assimilate their needs into a programming document. Develop a skill level to accurately understand the physical impact of existing site conditions and develop the ability to design a site in an efficient, environmentally sensitive and technically competent manner.

Required Textbooks and Other Course Materials: Reading materials will be provided by instructor.

Descriptions of major assignments and examinations with due dates: Course work includes, 2) programming projects and 2) technical site design assignments.

Grading Policy: 2 programming projects and 2 site design assignments will be averaged for final grade. Projects turned in late shall have 10 points automatically deducted from assignment grade. Attendance and in-class participation are also used to modify final grade at instructor's discretion.

Expectations for Out-of-Class Study: Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 9 hours per week of their own time in course-related activities, including reading required materials and completing assignments.

Make-up Exams: To be able to take a missed exam a letter from the doctor or county coroner is required. A missed exam grade is 0. Please note the make-up exam is not the same exam as that issued on the scheduled exam date.

Grade Grievances: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate / graduate catalog.

Attendance Policy: At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section I will require regular attendance. For each 3 absences deduct one letter grade from final grade to be recorded for the course. A laptop is required for use in each class meeting, not having a laptop in class will count as an absence.

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Financial Aid Office for more information.

Americans with Disabilities Act: The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

Title IX: The University of Texas at Arlington is committed to upholding U.S. Federal Law "Title IX" such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit www.uta.edu/titleIX.

Academic Integrity: All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

Instructors may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at www.uta.edu/resources.

Electronic Communication Policy: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>

Student Feedback Survey: At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory shall be directed to complete a Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's feedback enters the SFS database anonymously and is aggregated with that of other

students enrolled in the course. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

Final Review Week: A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Emergency Exit Procedures: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located at the north end of the architecture building, (exit stair). When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

ARCH 5336 Programming and Site Planning, Spring 2015

WEEK 1 Wednesday January 21

- Review syllabus and course schedule.
- Attendance.
- Lap tops every day, come prepared to work and discuss material in class each assigned class day.
- Start at 7:00PM to 8:15PM
- Introduction to course and review of learning objectives
- Pre-Design-Programming: AIA contract allocates about 10% of fee to this phase, basically “Teeing” up project. Get all questions out on table, research and design as much as needed to answer all the fundamental questions. Ones that effect Owner's, wants, needs, delivery date and budget.
- Overview of Building Code
- Overview of Zoning Ordinances and Design Standards.
- Overview of ADAAG & TAS.
- Reading assignment: *Texas Accessibility Standards Sections 604, 605, 606 & 609.*
- Reading assignment: International Building Code: *Chapter 3 Use and Occupancy Classification*
- Download CAD files into 1 folder for each project on student's computer **hard drive**.

WEEK 2 Monday January 26

- Discuss TAS & ADAAG
- Introduce Fire Station Programming Project:
 - Perform Code research, identify all codes that will govern the work including zoning ordinances, building codes and accessibility standards.
 - Develop list of spaces in excel spread sheet indicating minimum square footage required.
 - Examine requirements of each space requested by client and develop diagrammatic CAD block of each space, use furniture sizes identified, stated millwork requirements, TAS clearance requirements and IBC Table 1004.1.1 to determine minimum room sizes.

Wednesday January 28

- Diagram Spatial Relationships
 - In Context of site, arrange diagrammatic CAD blocks to organize spaces with respect to Clients needs and circulation needs due to circumstances of the site.

WEEK 3 Monday February 2

- Diagram Spatial Relationships:
 - Develop site plan, accommodating parking and vehicular circulation and zoning ordinance.
 - Research City's minimum off street parking requirements, compare with Client's needs.
 - Consider Client's special vehicle circulation needs and how to accommodate those needs.
 - Discuss technical requirements of parking, circulation, approach design and placement and fire department access.
 - Discuss site utilities and how that effects site design and building design.

Wednesday February 4

- Begin Building Code Analysis
 - Calculate building area; IBC 502.1
 - Identify occupancy type.
 - Identify accessory occupancies.
 - Determine occupant load
 - Determine construction type
 - Determine allowable area and height, IBC Table 503.
 - Fire Resistive requirements IBC Table 601

WEEK 4 Monday February 9

- Finalize presentation

Wednesday February 11

- Finalize presentation

WEEK 5 Monday February 16

- Present Fire Station Programs to class

Wednesday February 18

- Present Fire Station Programs to class

WEEK 6 Monday February 23

- Introduce Office Building Programming Project
 - Perform Code research, identify all codes that will govern the work including zoning ordinances, building codes and accessibility standards.
 - Develop list of spaces in excel spread sheet indicating minimum square footage required.
 - Examine requirements of each space requested by client and develop diagrammatic CAD block of each

space, use furniture sizes identified, stated millwork requirements, TAS clearance requirements and IBC Table 1004.1.1 to determine minimum room sizes.

Wednesday February 25

- Diagram Spatial Relationships
 - In Context of site, arrange diagrammatic CAD blocks to organize spaces with respect to Clients needs and circulation needs due to circumstances of the site.

WEEK 7

Monday March 2

- Diagram Spatial Relationships:
 - Develop site plan, accommodating parking and vehicular circulation and zoning ordinance.
 - Research City's minimum off street parking requirements, compare with Client's needs.
 - Consider Client's special vehicle circulation needs and how to accommodate those needs.
 - Discuss technical requirements of parking, circulation, approach design and placement and fire department access.
 - Discuss site utilities and how that effects site design and building design.

Wednesday March 4

- Begin Building Code Analysis
 - Calculate building area; IBC 502.1
 - Identify occupancy type.
 - Identify accessory occupancies.
 - Determine occupant load
 - Determine construction type
 - Determine allowable area and height, IBC Table 503.
 - Fire Resistive requirements IBC Table 601

WEEK 8

Monday March 9

- Spring Break

Wednesday March 11

- Spring Break

WEEK 9

Monday March 16

- Finalize spatial tabulation and costs estimates.

Wednesday March 18

- Prepare colored presentation drawings.

WEEK 10 Monday March 23

- Finalize presentations

Wednesday March 25

- Finalize presentations

WEEK 11 Monday March 30

- Present Office Building Program to Class

Wednesday April 1

- Present Office Building Program to Class

WEEK 12 Monday April 6

- Introduce Health Clinic Building Program to Class
 - Perform Code research, identify all codes that will govern the work including zoning ordinances, building codes and accessibility standards.
 - Develop list of spaces in excel spread sheet indicating minimum square footage required.
 - Examine requirements of each space requested by client and develop diagrammatic CAD block of each space, use furniture sizes identified, stated millwork requirements, TAS clearance requirements and IBC Table 1004.1.1 to determine minimum room sizes.

Wednesday April 8

- Diagram Spatial Relationships
 - In Context of site, arrange diagrammatic CAD blocks to organize spaces with respect to Clients needs and circulation needs due to circumstances of the site.

WEEK 13 Monday April 13

- Diagram Spatial Relationships:
 - Develop site plan, accommodating parking and vehicular circulation and zoning ordinance.
 - Research City's minimum off street parking requirements, compare with Client's needs.
 - Consider Client's special vehicle circulation needs and how to accommodate those needs.
 - Discuss technical requirements of parking, circulation, approach design and placement and fire department access.
 - Discuss site utilities and how that effects site design and building design.

Wednesday April 15

- Begin Building Code Analysis
 - Calculate building area; IBC 502.1
 - Identify occupancy type.
 - Identify accessory occupancies.
 - Determine occupant load
 - Determine construction type
 - Determine allowable area and height, IBC Table 503.
 - Fire Resistive requirements IBC Table 601

WEEK 14 Monday April 20

- Finalize spatial tabulation and costs estimates.

Wednesday April 22

- Prepare colored presentation drawings.

WEEK 15 Monday April 27

- Finalize presentations

Wednesday April 29

- Finalize presentations

WEEK 16 Monday May 4 DEAD WEEK

- Present Health Clinic Program to Class

Wednesday May 6

- Present Health Clinic Program to Class

FINAL GRADE NOT RECORDED UNTIL FOLLOWING IS RECEIVED:

1. 1 set of drawings at presented size
2. 1) set of PDFs