University of Florida, Department of Landscape Architecture
Senior Independent Project Seminar Fall 2022
LAA 4357: 2 credits

Class meets: T periods 2 - 4 (8:30am – 11:30am)
Location: Architecture 316
Instructor: Alpa Nawre
Office: Architecture 442
Office Hours: T, 11:45am – 1:30pm; please sign up at https://calendly.com/nawre/office-hours
Office hours also by appointment. Please send me an email to schedule a meeting outside of my office hours alpa.nawre@ufl.edu

Course Description

This seminar assists students in the development and presentation of a proposal and preliminary schedule/organization for the Independent Project/Senior Capstone (which occurs the following spring semester). To design a viable proposal with a reasonable schedule/organization for completion in spring, it is imperative to complete the initial research, project definition, site identification and site analysis work in this seminar course.

Course Objectives

Unlike most design studio projects to date, the Senior Capstone is an independent project in which the student is responsible for not only the successful implementation (design/planning) of the project, but equally importantly, for developing the definition of the project and its organization.

Thus, the purpose of this seminar is to help students define and organize a reasonable project for the Capstone semester. Students should use this seminar to explore ideas and projects that they might not have had an opportunity to undertake in the curriculum so far or they may choose to strengthen their skills and abilities on topics they have already explored at an initial stage in some other class.

The first educational goal is to design an individual project that meets personal and professional goals. Within this are important objectives for the fall:

a) identify and describe an educational challenge and opportunity for yourself.
b) learn to analyze situations and strategize solutions to challenging situations independently.

The second educational goal of the seminar is to organize and communicate your goals and process. This is through a clear, well-organized stand-alone proposal that presents reasonable and appropriate scope of work, schedule/critical path, methodologies, and anticipated products.

The third goal is to verify the appropriateness of the project, refine parameters, and complete key early design process phases.

Course Structure

This is a sixteen-week, full-semester 2 credit hour course. The course includes lectures, group discussions and exercises, individual project discussions, and formal presentations. Students are responsible for development of their individual projects that is guided by the instructor through activities including presentations, seminar-style discussions, and in-class working sessions to allow ample time for development, feedback and production.

Mandatory Field Trip

A week-long field trip visiting urban environments is part of the BLA curriculum which could not be undertaken in the past due to COVID related travel issues. Students enrolled in this course are now required to attend the field trip as part of this course. The destination for the trip this year is Seattle. An estimate of trip costs and other details will be provided at the beginning of the semester.

Textbook, Readings and Media

There is no required text but a literature search and bibliography pertinent to the individual topic are mandatory parts of the individual proposal. Recommended references include:

"Landscapes: a typology of approaches to landscape architecture", by Katherine Crewe and Ann Forsyth. Landscape Journal 22:1-03 provides a good overview of how different project types need different methodologies. It is strongly suggested that you read the article, and determine which approach(es) are best for your project. You may find that one approach is best for the beginning stages, and another may be best for other phases. You may also decide that one could take several approaches for your specific vehicle, and you may decide to choose which one is better for your interests.

"The Craft of Research" by Wayne Booth, Gregory Columb and Joseph Williams is a recommended text for planning, conducting research, and reporting upon a project.

Past senior projects are available in the AFA Library, and some are available online at the departmental website.

Course Communication

This course will utilize the UF's e-learning Canvas site. Announcements, Course Calendar, Grades, Discussions, and Course Resources will be posted to this site. It is expected that you will login into and check-in on the site periodically to keep yourself abreast of course expectations and resources, to submit assignment, and also to retrieve course documents, resources and readings.

Course Expectations

Expectations upon Entering the Course are
1. Completion of all required coursework up through the 4th year
2. Potential project(s) in hand, along with basic information such as preliminary description/goal of project and the most important inventory information (such as base information, preliminary program, etc.) as appropriate for the project type and focus.

Any class time not devoted to lectures and/or discussions is for students to make progress on your project. It is expected that you will be advancing the work of your project and exercises for the full duration of the noted class hours.

From time-to-time, you will have an opportunity to meet individually with the instructor to discuss your work and to explore directions for advancement. Be prepared and organized for your discussions with course instructor. Be clear and articulate about how you have developed your work over the course of previous discussions. Have new work and updates to present at each class meeting based on the discussion in previous class(es). The instructor cannot provide feedback to students who are unprepared for discussion, have no new work to share during desk critiques or have made no progress since the previous class.

Please be aware that your day-to-day progress is important. Students are expected to be prepared to participate and to make thoughtful and respectful contributions to class discussions. Initiative, thoughtfulness, and collaborative inquiry are hallmark of a great learning culture.

Cell phones must not ring or be used during class times. If you have an emergency and must use your phone, please step outside the classroom so as not to disturb the rest of the class.

Relationship to student outcomes

This course reinforces the following student learning outcomes:
1 Integrate concepts from the general body of knowledge of the profession of Landscape Architecture in design decision-making.
2 Apply core professional landscape architecture skills in design decision-making
3 Apply ethical understanding to design decision-making
4 Combine and analyze information from multiple sources to support design decision-making.
5 Produce professional visual, oral and written communication.

Seminar Work Expectations

The primary goal of this semester is to present a plan for the spring semester that includes:
a. acceptance by the larger faculty as an appropriate subject/topic for a senior project
b. further development of the desired project with reasonable focus, organization, and list of products for the needs and interests of the student and the general expectations of the Capstone semester.
c. completion of fall semester products, which generally include base maps, significant research, project definition, inventory, and site analysis

Attendance

Attendance is mandatory and requires active and constructive participation in all activities of the course. Absences will only be excused for acceptable reasons as outlined in the university polices, and the course instructor should be contacted as soon as possible. Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies. Please see a list of acceptable reasons for excused absences here https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/

Unexcused absence will result in a U grade. Timely completion of all assignments is expected.
A letter grade of S is required to pass the course and will be awarded based on the quality and completeness of work as specified in the proposal and specified work products. If a student cannot produce the final products because of computer problems and has not backed up their work, then the resultant grade will be a U. Students are expected to back up work, and failure to do so is not acceptable. In the case of illness or a family emergency, a schedule for the completion of make-up work must be determined with the instructor as soon as possible upon a student's return to class. Failure to comply with the agreed upon schedule will result in a U grade.

While this is primarily an on-campus face-to-face class, certain portions of the course may be online or delivered virtually to enhance student learning. Students are expected to turn on video and audio during online class activities. If something precludes you from doing so, you must communicate this with the course instructor to be excused.

Expectations related to COVID:
Everyone is equally responsible for maintaining a safe learning environment:
• You may wear approved face coverings during class if you want to. Practice physical distancing to the extent possible when entering and exiting the classroom.
• Sanitizing supplies are available in the classroom if you wish to wipe down your desks prior to sitting down and at the end of the class.
• If you are experiencing COVID-19 symptoms, please use the UF Health screening system and follow the instructions on whether you are able to attend class. Please consult with the instructor on how to make up for any missed classes and submissions due to health-related concerns.

Religious Holidays:
The university calendar does not include observance of any religious holidays. The Florida Board of Governors and state law govern university policy regarding observance of religious holidays. Students shall be excused from class or other scheduled academic activity to observe a religious holy day of their faith with prior notification to the instructor. Students shall be permitted a reasonable amount of time to make up the material or activities covered in their absence. Students shall not be penalized due to absence from class or other scheduled academic activity because of religious observances.

Recording & Publishing Course Content

Students are allowed to record video or audio of just the class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student.

A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Class sessions may be audio visually recorded by the instructor, if needed for any reason such as for internal use as a resource for students. Any intentions to record class will be announced prior to commencing. For these sessions, students who participate or in a virtual format engage with their camera on or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded for these sessions, be sure to let the instructor know in advance and to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded for these sessions. If you are not willing to consent to have your voice recorded during these classes, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

Submission of Student Work

The Department of Landscape Architecture is required to maintain current archives of student-submitted work. Digital copies of student work for this course must be turned in at the completion of each assignment. No grades will be computed into the final course grade until digital submissions have been turned in as requested. Please follow the directions given by the instructor as to how they will be submitted (PDF, word file, etc.). All files must follow the file naming protocol as follows:
    course#/ course name / assignment number/ student name / file type <dot> (dwg/pdf/jp

    Example: 4353UrbanDesAssig7Jagger
                4ch 8ch   8ch   6ch
    Use caps for separation
    No spaces, hyphens, or underscoring

In cases of models and other 3-D work, high-quality (resolution, lighting, composition, etc) digital JPG photographs should be submitted.

Late Submissions or missed Presentations

Late submissions are not accepted unless arrangements have been made related to excused absence. If a student suffers undue hardship and is not able to meet a submission deadline, they may make a formal request for an extension to the course instructor. The student must email the course instructor informing the instructor of the situation that warrants consideration for an exception (death in the family, serious illness documented as required by the University, etc.) and get permission from instructor to submit work late.

Material, Supply & Other Fees:

Drafting/Drawing Equipment include a 12, 18 or 24 inch roll of tracing paper and computer with CAD/ other graphic software that the students must have access to in order to show development of work on trace paper or computer screen respectively. Rendering materials may be needed if the student chooses to develop hybrid representational techniques.

There are additional fees associated with this course. Please see the schedule of courses website for details https://one.uf.edu/soc/

Grading

The grading for this course is S/U (satisfactory/unsatisfactory). To receive an S, students must
a. complete a final proposal that is accepted by the faculty
b. revise proposal as necessary based on faculty feedback and independent research
c. complete satisfactorily the Fall semester work products (typically the majority of research and analysis)
d. develop a working critical path for the spring semester that supports the proposal

As each project is unique, it is not feasible to list Fall semester work products here, but most students need to have all research and inventory materials complete, and be into synthesis and preliminary design phase.

UF Policies

Accommodating Students with Disabilities:
Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center here https://disability.ufl.edu/get-started/ It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester. You must submit documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

Academic Misconduct:
Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code. UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. Please see here for details https://sccr.dso.ufl.edu/process/student-conduct-code/
If you have any questions or concerns, please consult with the instructor.

Plagiarism, falsifying information, misrepresentation and multiple submissions of the same work without approval are not acceptable. For this course, it is very important to indicate source(s) for graphics and other information, acknowledge direct quotes and use of information even if it is paraphrased, and indicate if an image or drawing is your work or someone else's. Please organize your material with all sources noted and use a reference citation software if necessary.

Communication Courtesy: All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats.
http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf

University's Syllabus Policy
The University's complete Syllabus Policy can be found at:
http://www.aa.ufl.edu/Data/Sites/18/media/policies/syllabi_policy.pdf

Course & Faculty Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/.

Disclaimer

This syllabus represents our current plans and objectives. As we go through the semester, these plans may need to change to enhance individual and group learning. Such changes are not unusual and should be expected.

Getting Help

Students experiencing crisis or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources.

U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit U Matter, We Care website to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: Visit the Counseling and Wellness Center website or call 352-392-1575 for information on crisis services as well as non-crisis services.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or visit the Student Health Care Center website.

University Police Department: Visit UF Police Department website or call 352-392-1111 (or 9-1-1 for emergencies).

UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road,
Gainesville, FL 32608; Visit the UF Health Emergency Room and Trauma Center website

Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

E-learning technical support: Contact the UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu.

Career Connections Center: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

Library Support: Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center: Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

Writing Studio: 2215 Turlington Hall*,* 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: Visit the Student Honor Code and Student Conduct Code webpage for more information.

On-Line Students Complaints: View the Distance Learning Student Complaint Process