

Course Number: **ARC6971**  
Course Title: **Research for Master's Thesis**  
Term: Offered Spring, Summer, and Fall Semesters  
Credits: Variable, 1-15 credits  
Grading Scheme: S/U  
Meeting Times: As arranged with faculty committee.  
Meeting Locations: As arranged with faculty committee.

Instructor: ARC faculty committee chair, as arranged with student.

Office Location: Refer to <https://dcp.ufl.edu/faculty/> for faculty office locations.  
Email Address: Refer to <https://dcp.ufl.edu/faculty/> for faculty email addresses.  
Telephone Number: Refer to <https://dcp.ufl.edu/faculty/architecture/> for faculty telephone numbers.

Teaching Assistant: Not applicable  
TA Contact Info: Not applicable

Office hours: Refer to schedules posted on doors of faculty offices.

## SYLLABUS

### 01. COURSE DESCRIPTION

The UF Graduate Course Catalog describes this course as follows: "Research for Master's Thesis."<sup>1</sup> This course is an individually-directed student exploration of the discipline of architecture and demonstration of fully developed abilities in architectural design and research.

### 02. COURSE OVERVIEW

The Master of Architecture (M.Arch) degree at the University of Florida requires completion of a Thesis or a Project in Lieu of Thesis (PILOT). Both the Thesis and PILOT are acceptable for completion of the degree program, and they are deemed equivalent by the UF Graduate School. Students are required to complete 6 credits of ARC6971 (Thesis) or ARC6979 (PILOT) for the Master of Architecture degree programs. The UF Graduate School further requires that this coursework (ARC6971 or 6979) is to be completed in the final semester of the program, immediately prior to graduation.

ARC6971 is for those students who elect to complete a Thesis. The structure and precise format of a Graduate Thesis or Dissertation at the University of Florida is prescribed in great detail by the UF Graduate School Editorial Office. The intention behind having a consistent graphical format is to allow authors to focus on the content of the Thesis rather than the formal or graphic construction of the document. It follows the format used for Doctoral dissertations. General requirements include letter-size paper, vertical/portrait orientation, standard margins and fonts, left justification, double-spaced text, etc., in addition to particular strategies for incorporating images, headings, etc. The format and deadlines set by the Editorial Office are rigorously enforced, and there is no opportunity for graphic variation and/or customization. Students present and "defend" their research in front of a jury including their supervisory committee members, additional faculty reviewers, and invited guests. Following the defense presentation, there is a formal document submission process that is required. Note that this process involves a First Submission (usually in weeks 8-10) and a Final Submission (usually in weeks 12-13). Specific deadlines are set by the Graduate School each year. Additional information about the Thesis process is available from the UF Graduate School Editorial Office (<https://success.grad.ufl.edu/td/>).

### 03. COURSE OBJECTIVES AND/OR GOALS

At the completion of this course, students will be able to:

- Demonstrate mastery of all aspects of previous architectural education.
- Articulate and engage an area of architectural research and inquiry entirely of their own definition.
- Convincingly define significant aspects of architecture, and employ these aspects in design or research.
- Contribute to the exploration and development of the discipline of architecture.

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<sup>1</sup> UF Graduate Catalog, Architecture: <https://gradcatalog.ufl.edu/graduate/courses-az/architecture/>

#### 04. WEEKLY COURSE SCHEDULE OF TOPICS AND ASSIGNMENTS

Weekly course schedule of topics will vary based on the projects developed by students. Students should consult with their faculty committee members to create a structure and sequence of research activities, including but not limited to:

- Literature reviews
- Case study research and/or detailed study of precedent projects
- Ethical conduct of any work involving human subjects, in accordance with the UF Institutional Review Board (IRB)
- Iterative design thinking, evidenced through research work completed over the course of the semester
- Writing, speculative drawings, physical model-building, digital modelling, and/or large-scale installations, as deemed appropriate for the research work being conducted
- Crafting of research materials that address the project goals and objectives
- Creation of the final book that collects, organizes, and critically reflects on the research work.

#### 05. METHODS BY WHICH STUDENTS WILL BE EVALUATED AND THEIR GRADE DETERMINED

Students will be evaluated by their faculty committee members. Common assignments for all students include:

- One-page abstract, submitted via Canvas in prescribed format.
- First Submission to the Graduate School, in accordance with their submission requirements and deadlines.
- Final Submission to the Graduate School, in accordance with their submission requirements and deadlines.

Students should consult with their faculty committee members to discuss additional requirements that will be used to determine grades, including weighting of assignments.

#### 06. CLASS ATTENDANCE, MAKE-UP EXAMS, AND OTHER WORK

Requirements for class attendance and make-up exams, assignments, and other work in the course are consistent with university policies. See *UF Graduate Academic Regulations* (<https://gradcatalog.ufl.edu/graduate/regulations/>) for more information regarding University Attendance Policies.

#### 07. ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center (<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.

#### 08. LIST OF ALL REQUIRED AND RECOMMENDED TEXTBOOKS

This class does not have any required textbooks. Recommendations for supplemental reference materials, books, case studies, and precedent projects will be provided by individual faculty committee members.

#### 09. COURSE EVALUATIONS

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.bluer.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

Your thoughtful responses to these questions will help inform both the content and conduct of this course in the future.

#### 10. MATERIALS AND SUPPLIES FEES

Not applicable.

# 11. UF GRADUATE SCHOOL GRADING POLICIES FOR ASSIGNING GRADE POINTS

	Letter Grade	Numeric Grade	Grade Points	Qualitative Description
PASSING GRADES	A	100% to 94.0%	4.0	Outstanding work only
	A-	< 94.0% to 90.0%	3.67	Close to outstanding
	B+	< 90.0% to 87.0%	3.33	Very good work
	B	< 87.0% to 84.0%	3.0	Good work
	B-	< 84.0% to 80.0%	2.67	Good work with some problems
	C+	< 80.0% to 77.0%	2.33	Slightly above average work
	C	< 77.0% to 74.0%	2.0	Average work
FAILING GRADES	C-	< 74.0% to 70.0%	1.67	Average work with some problems
	D+	< 70.0% to 67.0%	1.33	Poor work with some effort
	D	< 67.0% to 64.0%	1.0	Poor work
	D-	< 64.0% to 61.0%	0.67	Poor work with some problems
	E	< 61.0% to 0.0%	0.0	Inadequate work

Current UF grading policies can be found at: <https://catalog.ufl.edu/graduate/regulations/#text> (go to "Graduate Academic Regulations," and then "Grades").



Please note that the University of Florida Graduate School requires that a graduate student maintain a 3.0 (B) average to remain in good academic standing. Note:

*"Any graduate student may be denied further registration if progress toward completing the program becomes unsatisfactory to the academic unit, college, or Dean of the Graduate School. Unsatisfactory scholarship is defined as failure to maintain a B average (3.00) in all work attempted. Graduate students need an overall GPA of 3.00 truncated and a 3.00 truncated GPA in their major (and in the minor, if a minor is declared) at graduation. Students with less than a 3.00 GPA may not hold an assistantship or fellowship."*<sup>2</sup>

The Graduate School considers grades of C-minus or lower to be failing grades. Note that you cannot graduate with any failing grades (C-minus or lower) or incomplete ("I") grades on your transcript.

## SUPPLEMENTAL COURSE INFORMATION

### 12. COURSE TECHNOLOGY

The UF Canvas e-learning portal will be used for sharing of certain common references available in electronic format. It will be accessible at <http://elearning.ufl.edu/>. Notify your faculty if you do not have access to the course. We will also use Zoom for synchronous online learning across multiple classroom locations. Links to the class Zoom meetings will be provided through Canvas.

### 13. UNIVERSITY POLICY ON ACADEMIC INTEGRITY + ACADEMIC MISCONDUCT

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. See the UF Conduct Code website for more information: <https://sccr.dso.ufl.edu/process/student-conduct-code/>. If you have any questions or concerns, please consult with the instructor in this class.

<sup>2</sup> UF Graduate Academic Regulations, <https://gradcatalog.ufl.edu/graduate/regulations/>

## SUPPLEMENTAL SCHOOL OF ARCHITECTURE STATEMENTS:



Plagiarism includes the direct copying of text/images from other sources as well as minor alterations of work created by others (mirroring, application of visual effects/filters/distortions, etc.). Plagiarism is a serious offense and can lead to failure of the course and/or premature dismissal from the Graduate School. We expect that the work you prepare is wholly your own, created this semester for this course. You are expected to provide appropriate citations and/or credit for images, text references, and design influences, where appropriate. If you have any questions or concerns at any time, please consult your instructors.

Students in the School of Architecture are expected to adhere to all University of Florida academic honesty policies. Since the University's policies are necessarily generalized, the School of Architecture further clarifies academic honesty within the specific setting of design education. The following acts are considered to be academic dishonesty:

### A. Plagiarism / Misrepresentation

There should be no ambiguity around what work is your own as opposed to work created by others. This applies to all aspects of student performance, including but not limited to:

- CAD drawings and construction details
- Design guidelines (written and graphic)
- Design, planning, and management projects or portions of projects
- Class reports and papers (written and graphic information)
- Any assignment where sole authorship is indicated or expected, such as take-home tests, individual projects, etc.

Examples of inappropriate activities include:

- Copying graphics for a report without crediting the original source
- Representing someone else's work as your own (using existing CAD construction details, tracing drawings, etc.)
- Using the work of others with minor alterations (mirroring, application of visual effects/filters/distortions, etc.)
- Allowing someone else to represent your work as his/her own

Given the collaborative nature of design studios, interaction between students is desirable, but the intention and degree of assistance must be appropriate. For example, it is appropriate to discuss the assignment/method/software program/course materials—but it is not appropriate to solve or resolve a large portion of the project together.

The importance of precedent and learning from past works is a necessary part of most design processes. Again, it is the intent and degree of “borrowing” ideas that is at question.

Anything not original must be paraphrased and cited, or explicitly quoted, using accepted style formats such as APA, MLA, Chicago Manual of Style, etc. This includes information obtained from the Internet, public documents, graphics, and personal interviews as well as more traditional written sources. Proper crediting of all information is necessary for academic honesty as well as for professionalism. For example, analysis drawings and/or text should cite the sources from which data was obtained so that if questions arise later, they can be quickly and accurately answered.

### B. Multiple submissions of the same or similar work without prior approval

If the instructors understand that you are doing a paper associated with your thesis or senior project topic, then doing similar work for two different classes is acceptable—if the instructors agree to it. If a single paper is submitted for one class, then later is submitted for another, and the instructors expect original work, then the multiple submission is inappropriate.

### C. Falsifying Information

Examples include:

- Misrepresenting reasons why work cannot be done as requested
- Changing or leaving out data, such as manipulating statistics for a research project, or ignoring/hiding inconvenient but vital site information. In some cases, for educational purposes only, certain aspects of the “real world” may be jointly agreed upon as not being pertinent to the academic goals of the course, such as not dealing with specific project parameters or budget, changing the program, etc. These exclusions should always be explicitly articulated.
- Altering work after it has been submitted
- Hiding, destroying, or otherwise making materials unavailable (hiding reference materials, not sharing materials with other students, etc.)

## CAMPUS RESOURCES

### 14. HEALTH AND WELLNESS

- U Matter, We Care: If you or someone you know is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu), 352-392-1575, or visit the U Matter, We Care website (<https://umatter.ufl.edu/>) 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 (<https://counseling.ufl.edu/>) 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 (<https://shcc.ufl.edu/>).
- University Police Department: Visit UF Police Department website (<https://police.ufl.edu/>) 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 (<https://ufhealth.org/emergency-room-trauma-center>).
- GatorWell Health Promotion Services: For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the GatorWell website (<https://gatorwell.ufsa.ufl.edu/>) or call 352-273-4450.

### 15. ACADEMIC RESOURCES

- E-learning technical support: Contact the UF Computing Help Desk (<https://helpdesk.ufl.edu/>) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).
- Career Connections Center (<https://career.ufl.edu/>): Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.
- Library Support (<https://uflib.ufl.edu/find/ask/>): Various ways to receive assistance with respect to using the libraries or finding resources.
- Teaching Center (<https://teachingcenter.ufl.edu/>): Broward Hall, 352-392-2010 or to make an appointment 352-392-6420. General study skills and tutoring.
- Writing Studio (<https://writing.ufl.edu/writing-studio/>): 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.
- Academic Complaints: Office of the Ombuds; Visit the Complaint Portal webpage for more information (<https://www.ombuds.ufl.edu/complaint-portal/>).
- Enrollment Management Complaints (Registrar, Financial Aid, Admissions): View the Student Complaint Procedure webpage for more information (<https://em.ufl.edu/complaint>).