

LARC 4101: Proposal Writing in Landscape Architecture

Course Syllabus

Course Information

Lecture: W 11:00 – 11:50 AM CASNR Annex RM 111

Instructors: Sohyun Park
CASNR Annex 129
sohyun.park@ttu.edu

Office Hours: W 10:30 – 11:00 AM *

**or by appointment*

Course Description

Comprehensive writing for landscape architecture final project thesis. The course includes program development methodology and the framework for proposal writing.

Course Purpose and Student Learning Outcomes

LA Department SLO's

The Department of Landscape Architecture employs the following eight primary Student Learning Outcomes.

Design

- Student will employ critical thinking and creative problem solving to evaluate, research, plan, design, and communicate works of landscape architecture at a variety of spatial scales and complexity.
- Student will identify and address issues in accurate, thorough, and unique manner, and deliver all relevant information necessary for full understanding of them.
- Student will employ theory and research methodology that lead to sophisticated, thorough analysis and insightful, nuanced and stimulating design decisions.
- Student will develop well-reasoned and richly composed design solution with a balanced and appropriate application of creative problem solving, critical thinking, risk taking and/or solid rationale.

Professionalism

- Student will model professionalism, academic integrity, values, and ethics in studio and classroom conduct and presentation of work.
- Student will work collaboratively with all team members in leading and supportive roles and contribute consistently and greatly to group work and engages positively with others.
- Student will incorporate interactive design to the end of experimentation and exploration.

History

- Student will relate the historical framework of the physical, cultural, and social development of landscape architecture to contemporary works and practices.

Construction

- Student will apply knowledge of materials, methods, and processes to design development, construction documentation, and implementation.

Global Professional Communication

- Student will develop and employ culturally appropriate and professionally-accepted verbal, written, and graphic styles and standards to market and convey design intent in presentations.
- Student will communicate in a sophisticated and complex way the process by which different categories of difference might intersect and interchange depending on time and circumstance.
- Student will seek unique methods of intercultural communication which demonstrate effective exchange/interactions between people of differing cultures.
- Student will present in highly organized manner and integrate rich graphic detail with hierarchical convention resulting in a visually stimulating and thought-provoking product.

Technology

- Student will demonstrate proficiency of digital tool utility and appropriate application/integration leading to advanced product quality.
- Demonstrate smooth, integrated and efficient workflows and processes with stewardship of resources.

Systems and Processes

- Student will use understanding of ecological, developed, and social/cultural systems and processes to analyze, judge, and direct design decision making.

Research

- Student will demonstrate understanding of research and scholarly methods (precedent, case, quantitative, qualitative, mixed, survey, design, overlay, etc.) in framing and conducting ethical and responsible design, planning and research projects. NOTE: IRB approval is required for human subjects research.

Course SLO's:

In addition to the eight main pillars that comprise the Texas Tech University Department of Landscape Architecture's Student Learning Outcomes, this course will specifically focus on the following outcomes and/or objectives for student learning:

- Course SLO 1. Students will articulate personal value on design intervention and establish design philosophy that builds a solid foundation for design development.
- Course SLO 2. Students will investigate precedents, cases of design/built projects, and relevant literature with critical analysis and constructive comparison approaches, and synthesize them into a new framework undergirded by the value and design philosophy.
- Course SLO 3. Students will craft a thought-provoking design proposal and review the validity for professional standards.

Required Text:

- Strunk, William, and E.B. White (1999). *The Elements of Style* (4th Ed). London, England. Longman. ISBN-13: 978-0205309023
- Hopper, Leonard, ed. (2007). *Landscape Architectural Graphic Standards*. Hoboken, NJ. Wiley. ISBN-13: 978-0470067970
- SITES v2 Rating System and Reference Guide

Course Requirements

To assure student learning, the content covered in the course will be assessed in numerous ways. The assessment tools include in-class writing exercises, regular written assignments, and oral presentations. Department approved laptop computer is required for every class.

Project/Assignment Submittals

To receive course credit, all submittals must be in a PDF or MP4 format, under 20 MB, and named as illustrated below and uploaded to your student digital file portfolio located at:

\\larcfs\Students**YourLastName_FirstInitial**\LARC0000_CourseShortName.

This requirement streamlines the workflow for student submittals, course grading, and archival processes for assessment and accreditation while simultaneously creating a digital library of course work for each student as a backup and archive.

File Naming Conventions

All file uploads must comply with these formats and file size limitations to be considered for a grade.

LARC####_Project/Assignment#_MMDDYYYY_FirstNameLastName.pdf e.g. LARC1411_Project01_08292017_HideoSasaki.pdf

LARC####_Project/Assignment#_MMDDYYYY_FirstNameLastName.mp4 e.g. LARC1411_Animation04_12012016_PeteWalker.mp4

PDF or MP4 video files shall not exceed 20 MB to be considered for a grade unless otherwise specified in the assignment project statement.

Note: If a PDF exceeds this size, open the PDF in Adobe Acrobat and choose File>Print and Adobe PDF to reprint the document. This will remove all file connections and settings from other applications and drastically reduce the file size. Consult with faculty if quality or size is an issue.

If an MP4 video is larger than 20MB, make sure that the video is 1280x720 1080p (HD resolution for YouTube) or try using 1280x720 at 720p and verify quality remains. Again, consult with faculty if quality is an issue.

Evaluation and Grading

Grades are calculated based on the specific grading rubric included as part of each project or assessment. In general, the breakdown of weights for grades will be as follows:

Write-ups/Reflections	20%
Precedent/Case Study	20%
Literature Review	10%
Oral Presentation	20%
Proposal Report	30%
TOTAL	100%

Final grades will be calculated based on a weighted average of all work through the course of the semester. The grades will not be curved. The following grading scale will be used to determine your final grade for the course:

90.0 - 100%	=	A
80.0 - 89.9%	=	B
70.0 - 79.9%	=	C
60.0 – 69.9%	=	D (Below LA Department course grade minimum of C per TTU Catalog beginning 2017-2018 and per pre-requisites in the curriculum will require a repeat of the course add a year to anticipated graduation.)
<60.0%	=	F

NOTE: All deliverables must be submitted digitally as stated above to receive course credit.

Attendance Policy

<http://www.depts.ttu.edu/opmanual/op34.04.pdf>

Regular, punctual, prepared attendance is required. More than three (3) undocumented, unexcused absences will result in removal from the course. Arriving more than ten (10) minutes late, or leaving before the end of a class, will result in an absence.

Late work will be accepted for 3 days following a deadline or unexcused absence with a one letter grade per day reduction. Submittals will not be accepted after the 3rd day.

Citation

All works must be properly cited in the approved departmental format to avoid questions of plagiarism and theft of creative work. To assist in this the process, the LA Department Guide for Citation (Chicago Author Date) found [here](#) named LA_Guides_MMDDYYYY.xlsx. Work not properly cited will be considered violations of academic integrity and reported as such per the policies stated above.

Cell Phones and Technology

As a matter of professionalism and courtesy, please turn off cell phones and other communication/entertainment devices prior to the beginning of class. Notify instructor in advance if you are monitoring an emergency, for which cell phone ringers should be switched to vibrate. We are a professional program; treat studio time just as you would billable time on a client's budget regarding distractions such as social media, movies, etc.

ADA Statement

Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make any necessary arrangements. Students should present appropriate verification from Student Disability Services during the instructor's office hours. Please note: instructors are not allowed to provide classroom accommodations to a student until appropriate verification from Student Disability Services has been provided. For additional information, please contact Student Disability Services in West Hall or call 806-742-2405.

Academic Integrity Statement

Academic integrity is taking responsibility for one's own class and/or course work, being individually accountable, and demonstrating intellectual honesty and ethical behavior. Academic integrity is a personal choice to abide by the standards of intellectual honesty and responsibility. Because education is a shared effort to achieve learning through the exchange of ideas, students, faculty, and staff have the collective responsibility to build mutual trust and respect. Ethical behavior and independent thought are essential for the highest level of academic achievement, which then must be measured. Academic achievement includes scholarship, teaching, and learning, all of which are shared endeavors. Grades are a device used to quantify the successful accumulation of knowledge through learning. Adhering to the standards of academic integrity ensures grades are earned honestly. Academic integrity is the foundation upon which students, faculty, and staff build their educational and professional careers. [Texas Tech University ("University") Quality Enhancement Plan, Academic Integrity Task Force, 2010]

Religious Holy Day Statement

"Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code §11.20. A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. A student who is excused under section 2 may not be penalized for the absence; however, the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.

Discrimination, Harassment, and Sexual Violence Statement

Texas Tech University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from gender and/or sex discrimination of any kind. Sexual assault, discrimination, harassment, and other Title IX violations are not tolerated by the University. Report any incidents to the Office for Student Rights & Resolution, (806)-742-SAFE (7233) or file a report online at titleix.ttu.edu/students. Faculty and staff members at TTU are committed to connecting you to resources on campus. Some of these available resources are: TTU Student Counseling Center, 806-742-3674, <https://www.depts.ttu.edu/scc/> (Provides confidential support on campus.) TTU 24-hour Crisis Helpline, 806-742-5555, (Assists students who are experiencing a mental health or interpersonal violence crisis. If you call the helpline, you will speak with a mental health counselor.) Voice of Hope Lubbock Rape Crisis Center, 806-763-7273, voiceofhopelubbock.org (24-hour hotline that provides support for survivors of sexual violence.) The Risk, Intervention, Safety and Education (RISE) Office, 806-742-2110, <https://www.depts.ttu.edu/rise/> (Provides a range of resources and support options focused on prevention education and student wellness.) Texas Tech Police Department, 806-742-3931, <http://www.depts.ttu.edu/ttpd/> (To report criminal activity that occurs on or near Texas Tech campus.)

Civility in the Classroom Statement

Texas Tech University is a community of faculty, students, and staff that enjoys an expectation of cooperation, professionalism, and civility during the conduct of all forms of university business, including the conduct of student-student and student-faculty interactions in and out of the classroom. Further, the classroom is a setting in which an exchange of ideas and creative thinking should be encouraged and where intellectual growth and development are fostered. Students who disrupt this classroom mission by rude, sarcastic, threatening, abusive or obscene language and/or behavior will be subject to appropriate sanctions according to university policy. Likewise, faculty members are expected to maintain the highest standards of professionalism in all interactions with all constituents of the university (www.depts.ttu.edu/ethics/matadorchallenge/ethicalprinciples.php).

LGBTQIA Support Statement and Resources

I identify as an ally to the lesbian, gay, bisexual, transgender, queer, intersex, and asexual (LGBTQIA) community, and I am available to listen and support you in an affirming manner. I can assist in connecting you with resources on campus to address problems you may face pertaining to sexual orientation and/or gender identity that could interfere with your success at Texas Tech. Please note that additional resources are available through the Office of LGBTQIA within the Center for Campus Life, Student Union Building

Room 201, www.lgbtqia.ttu.edu, 806.742.5433."

Tobacco in the Classroom

Referenced at: <https://www.depts.ttu.edu/opmanual/OP60.15.pdf>

Out of respect for your classmates and facilities, the use of tobacco products (either smoking or smokeless) and e-cigarettes/vapes within classroom and studio space is not allowed. Violation of this guideline will be cause for dismissal from the class and an ensuing absence and consequent zero for participation/work will be enforced.

Schedule/Course Timeline

WEEKS	DATES	TOPICS	ASSIGNMENTS	DUE DATES
Week 1	Aug. 30	Course Introduction Design Researcher's Hunch	Reflections on <i>The New Landscape Declaration</i> and <i>LAF's Summit on Landscape Architecture and the Future</i> (watch 3 videos of 2 assigned speakers and 1 for your choice)	Sep 1 5 PM
Week 2	Sep. 06	Quest for Core Design Values & Design Philosophy	Value and Design Philosophy Statements Site Selection	End of class
Week 3	Sep. 13	Design Aspirations	3 design project types & 3 design firms in line with your core values and philosophy	End of class
Week 4	Sep. 20	Search for Precedents	Critical analysis and reflections	Sep 22 11 AM
Week 5	Sep. 27	Learning from Precedents	Narratives/ Design anatomy analysis from precedent	Sep 29 11 AM
Week 6	Oct. 04	Learning from Case Studies	Contextual selection of 3+ examples, critical analysis, constructive discussion, and visual representation of key findings/concept relationships	Oct. 06 11 AM
Week 7	Oct. 11	Critical Reviews of Literature	Selective readings of 3+ peer-reviewed scholarly journal articles, reflections, visual representation of key findings/relationships	Oct 16 11 AM
Week 8	Oct. 18	Idea Incubation Quick schematic design	Write-up: Conceptualization of preliminary design ideas Operationalization of design research methods	End of class
Week 9	Oct. 25	Draft Proposal Development (1)	Write-up: problem statement, design values, theme and Intent	End of class
Week 10	Nov. 01	Draft Proposal Development (2) (<i>MLA Accreditation Visit</i>)	Write-up: anticipated user experiences, design benefits to environment and society	End of class
Week 11	Nov. 08	Draft Proposal Development (3)	Examination of relevant public policies, strategies, plans, and initiatives Interviews/inputs from professionals/civic groups	Nov 10 11 AM
Week 12	Nov. 15	Draft Proposal Development (4)	Design ideas review with graphic standards, design norms, and other professional guidelines	Nov 17 11 AM
Week 13	Nov. 22	No Class - Thanksgiving Holiday		
Week 14	Nov. 29	EndNote, Citation, Plagiarism	Proposal Writing and Proofreading	Dec 4 11 AM
Week 15	Dec 6	Final Presentation (3 min speech)	Proposal Revision	Dec 13 11 AM

The Schedule/Course Timeline is subject to change. Minor changes will be announced in class. Major amendments will be provided in writing.

This document is subject to change.