Master of Architecture Program Handbook

Welcome

Message from the Director:
The UNLV School of Architecture houses Nevada’s premier professional design programs. The Graduate Architecture Program sits within a collaboratively-minded school that offers accredited degrees in Interior Architecture, Landscape Architecture and Architecture. In addition to our world-class faculty, we have an award-winning design build studio, a simulation laboratory with state-of-the-art digital and fabrication tools, and a Downtown Design Center that utilizes Las Vegas as an urban and design laboratory.

Our graduate degree in architecture supports three concentrations that leverage unique resources found in no other program in the world. These concentrations are in the areas of Building Science, Hospitality Design, and Education Facility Design. –David Baird

Message from the Graduate Coordinator:
At times, the diversity of the built environment of Las Vegas seems to be rivaled only by the diversity of our student body. Students come from all over the world to engage one of the most exciting environments as a means of exploring critical issues in architecture today. What attracted me to UNLV was the fact that the School of Architecture was within the College of Fine Arts: seeing potential for overlaps in building design and the performing and visual arts. Others see opportunities for collaborative study with students and faculty focused on the hotel industry, education, engineering, and the medical profession among others.

Over the years, Las Vegas and UNLV have played host to architects drawn to this valley for a number of reasons. The Klai Juba Wald Lecture Series has brought such notable architects as Gregg Pasquarelli, Nader Tehrani, James Wines, Greg Lynn, and Glenn Murcutt to speak at the School. Rem Koolhaas, Zaha Hadid, Daniel Libeskind, Frank Gehry, and Antoine Predock among others have built projects throughout the valley, and site visits to several of these places constitute integral parts of the educational experience. An exceptionally talented local design community has contributed significantly to the cultural landscape of Nevada and, impressively, to the architectural aesthetics in other destinations around the world. No matter your interest, the concentrations and electives offered through the curriculum enable exceptional investigations in our often-extreme context. We look forward to exploring those pressing issues with you, conducting research, and fostering advanced design studies. –Glenn NP Nowak

Mission Statement(s)
The School of Architecture offers an NAAB accredited Master of Architecture professional degree (M. Arch). The M. Arch. program has the goals of developing students’ abilities to conceive and accurately represent environmentally sound and aesthetically fitting spaces at different scales and to provide a basis for understanding the consequences that these spaces have for their inhabitants, for society, and for the environment.

Purpose
The purpose of this handbook is to provide program specific information that is not found in the UNLV Graduate Catalog. Students are responsible for understanding and following the policies and procedures delineated in this document and the UNLV Graduate Catalog, as well as the NSHE Code, UNLV Bylaws, and the UNLV Student Conduct Code. Questions about policies should be directed to the Graduate College: valarie.burke@unlv.edu or kendall.hartley@unlv.edu.
**Department Graduate Faculty**
A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must hold either associate or full graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status in your department, visit the Graduate Faculty status web page.

**Program Information**
**Master of Architecture**
Hospitality and Entertainment Design Track, Education Facilities Research & Design Track, Building Systems and Sustainability Track

**Contact Information**
http://architecture.unlv.edu

*Department Chair*
David Baird, ARC 137, david.baird@unlv.edu

*Graduate Coordinator*
Glenn NP Nowak, ARC 139, glenn.nowak@unlv.edu

*Department Main Office*
School of Architecture, soastudentworker@unlv.edu, phone 702-895-3031, fax 702-895-1119

**Program Requirements**
Program requirements regarding admission, coursework and culminating experience are found in the graduate catalog.

**Advisory Committee Guidelines**
For programs that require a thesis or dissertation, a graduate advisory committee is mandatory and must conform to the Degree Progression Policies and Procedures provided in the graduate catalog. As an alternative to pursuing a written thesis, M. Arch candidates may present a professional project as their culminating experience in a Professional Project Design Course. The Professional Project should address a significant architectural design problem and demonstrate a comprehensive design solution. The instructor of the course determines the requirements and evaluation of this project. The student is required to present his/her Professional Project to a School of Architecture Graduate Committee. These committees are informally assembled in consultation with the students of each respective design concentration for the purpose of providing constructive criticism throughout the design process.

It is the responsibility of the Advisory Committee and the student to meet at least once a year to determine whether or not he/she may advance to the next graduate year. Professional projects and theses must be presented to a committee as outlined in the graduate catalog.

**Degree Program Benchmarks**
A comprehensive design studio takes place in the AAE771-772 sequence. Through this studio, students are required to demonstrate a number of NAAB-criteria as described by course syllabi. Successful completion of the comprehensive studio sequence serves as qualifying for study in the concentration areas of the M. Arch. Grading scales, procedures, and other course policies are written in course syllabi and follow guidelines issued by the Office of the Provost.

Thesis work follows regulations prescribed by the Graduate College. Culminating Experience projects follow guidelines unique to their concentration areas.

**Program Timeline**
For students holding a B.S. Arch or B.A. Arch degree, the M. Arch program is a two-year (four semester) full-time program. For students holding a bachelor’s degree in something other than architecture, the M. Arch program typically takes three to four years of full-time semesters to
Program Handbook

complete based on analysis of past experience. Students entering with a five year B. Arch degree may
be granted advanced standing in the two-year program.

Professional Code of Ethics/Discipline Guidelines
UNLV Graduate College policy regarding academic integrity can be found in the graduate catalog.

Annual Review Procedures
Each spring term, graduate students are required to complete the Graduate Student Annual Review
survey. This survey will be sent by the Graduate College to the student’s Rebelmail account. The
review covers the prior calendar year and assesses student progress while setting goals for the year
ahead.

Additional Program Information
Clinical internships make up an important component of the path toward licensure as an architect,
and the M. Arch program requires students establish a record with NCARB for the Internship
Development Process. Minimum thresholds of professional experience are required in the zero-credit
internship course, AAD600, and more internship hours are available surrounding students’ academic
careers. Consult with the School’s Architect Licensing Advisor for more information.

Discipline Resources
Writing styles differ between parts of the curriculum. Instructors of classes provide style guides. The
architectural industry has several professional organizations, and the School of Architecture is home
to student chapters of such organizations as the American Institute of Architects among others.
Conferences include but are not limited to the ACSA Annual Meeting, The ARCC Conference, NIBS
Annual Conference and Expo, and NCBDS. The Architecture Studies Library (located within the
School of Architecture) maintains electronic and hard copy access to thousands of important
architecture and design journals. Additional resources can be found in the studios, computer labs,
SimLab, NEAT Lab, David G. Howryla Design-Build Studio, and other classroom spaces of the
School.

University Resources
Academic Success Center
The goal of the Academic Success Center is to help students do well academically and complete their
studies on time. They offer or will refer you to such programs and resources as tutoring, advising,
skills testing, career exploration and more. They guide students every step of the way to the many
established resources created to ensure they complete their educational goals. Learn more about the
programs and services the center currently offers.

Alumni Association
With an alumni base 90,000 strong, the UNLV Alumni Association offers a variety of services and
opportunities in support of alumni and their families. UNLV alumni are encouraged to support the
values of higher learning through advocacy, involvement, and giving.

Commencement Office
Located in the UNLV Registrar’s Office, the commencement office is the last step in the graduation
process. Please check with the commencement office for information on the commencement
ceremony and your diploma; for all other information about graduate student degree completion and
graduation, including thesis/dissertation requirements and doctoral hooding, please contact the
Graduate College.

Office of Diversity Initiatives
The vision of the Office of Diversity Initiatives is to advocate, promote, and support the
advancement of equity, inclusiveness, and empowerment of a continuously changing collegiate and
global community. The mission of the Office of Diversity Initiatives is to provide leadership and
support for UNLV’s diversity mission: to nurture equity, diversity, and inclusiveness that promotes respect,
support, and empowerment. This Office also handles UNLV Title IX questions, inquiries, and reporting.
Disability Resource Center (DRC)
The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the university-designated office that determines and facilitates reasonable accommodations in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose to the DRC in order to receive appropriate accommodations.

Office of International Student and Scholars
International Students and Scholars (ISS) ensures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration issues; provide critical and specialized services to the international students and scholars of the UNLV community; and facilitate their transition to the campus and the U.S.

Jean Nidetch Women's Center
The Jean Nidetch Women's Center is committed to creating a supportive and inclusive environment for all genders through programming, services, and advocacy for the UNLV community. The Women's Center has informational resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself, and learn about your options. They also provide free tampons, pads, and condoms.

UNLV Libraries
UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the services they offer to graduate students.

Graduate & Professional Student Association (GPSA)
The Graduate & Professional Student Association serves all currently enrolled University of Nevada, Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons located in the Lied Library room 2141. The facility a working office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

Office of Student Conduct
The Office of Student Conduct is a student-centered, service-oriented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community to provide an inclusive system through enforcement of the UNLV Student Code of Conduct by:

- Promoting awareness of student rights and responsibilities;
- Establishing accountability for student choices;
- Creating opportunities for involvement in the process; and
- Striving to uphold the values and ethics that advance the common good.

Office of Veteran Services
The UNLV Office of Veteran Services is staffed with veterans and GI Bill-experienced staff to assist more than 1,000 veterans, dependents, active duty service members, National Guard members, and reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters academic and personal success.

The Financial Aid & Scholarships Office
The Financial Aid & Scholarships Office supports higher-education access and persistence by
providing financial aid to eligible students. The office partners with student organizations, the UNLV Foundation, the Graduate College, and other external constituents to provide financial aid learning opportunities and scholarship support for graduate students.

Writing Center
This is a free service to UNLV students to help you with any writing project, from papers to creative writing, to resumes, and we can work with you at any stage of the writing process. The center can help you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or via the Online Writing Lab (OWL) page.

University Policies and Procedures
Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the following websites:

- Academic Integrity
- Activation for Military Service
- Change of Address
- FERPA/Privacy Rights
- Health Insurance - Mandatory
- Jeanne Clery Campus Safety and Security Report
- Proof of Immunization
- Policies and Procedures on the Protection of Research Subjects
- Rebelmail Policy
- Student Conduct Code
- Student Computer Use Policy
- Title IX

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the Graduate Catalog:

- Academic Calendar
- Academic Policies
- Admission and Registration Information
- Degree Progression Policies & Procedures

In addition, the Graduate College website contains additional information regarding policies and procedures.

*Nothing in this handbook supersedes any NSHE, UNLV, or Graduate College policy.*

Handbook Information
The handbook shall be reviewed and revised, as needed every year by the graduate coordinator.

<table>
<thead>
<tr>
<th>Last revised</th>
<th>Revised by</th>
<th>Changes summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 18, 2014</td>
<td>Glenn NP Nowak</td>
<td>Initial input to template</td>
</tr>
</tbody>
</table>