Master of Architecture Program Handbook

Welcome

The UNLV School of Architecture houses Nevada's only professional architecture program. The Graduate Architecture Program sits within a collaboratively-minded school that offers accredited degrees in Interior Architecture and Landscape Architecture, in addition to Architecture. Under the guidance of our world-class faculty, we have an award-winning design build studio, shops and labs with state of the art digital and fabrication tools, and a Downtown Design Center that utilizes Las Vegas as an urban design laboratory.

Our graduate degree in architecture is supported by 7 theme-based research labs in the School of Architecture and offers five areas of excellence: Hospitality and Entertainment Design, Landscape Urbanism+Community-Based Projects, Sustainable Design, Design-Build, and Campus Planning. We are adding a sixth area of excellence—study-abroad Global Design Studios—in the future, with a pilot study-abroad studio in Mexico City scheduled for Summer 2019.

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. Situated in UNLV's College of Fine Arts, there are opportunities for collaborative study with students and faculty focused on the performing and visual arts, as well as hospitality, education, engineering, and medicine, 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.

Mission Statement(s)
The School of Architecture (SoA) offers an NAAB accredited Master of Architecture professional degree (M. Arch). The SoA is an outward-looking school that values its diversity and cutting-edge explorations, and allows for a wide range of design approaches; a contemporary school that is highly engaged with industry, governmental and community; a school where principles of sustainability are embedded in all of our concerns, course, studios, and activities; and a vibrant school that is anchored in the unique locality of the Southern Nevada region.

We offer a transformative experience, generating meaningful knowledge and stimulating discovery through creative thinking and practice.

Our Core Values:
Integrity – To make informed decisions and act ethically and with fairness.
Respect – To listen and act professionally with courtesy and consideration of others.
Collaboration – To work together to advance creativity and innovation across disciplines.
Innovation – To be dedicated to discovery and communication of breakthrough and new ideas.
Sustainability – To prepare the next generation to lead our society toward a more sustainable future.

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 oremily.lin@unlv.edu.

Department Graduate Faculty
A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must
hold 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 Design Track, Building Systems and Sustainability Track

Contact Information
http://architecture.unlv.edu

Director
Dr. Steffen Lehmann, ARC 137, steffen.lehmann@unlv.edu

Graduate Coordinator
Joshua Vermillion, ARC 156, josh.vermillion@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 (and its co-requisite ABS 741), 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 Executive Vice President and 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 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 winter break and early spring term, graduate students are **required** to complete the Graduate Student Individual Development Plan (IDP) form. The review covers the prior calendar year and assesses student progress, and it establishes reasonable goals for the year ahead. Reported student data is shared with students' graduate coordinators and advisors to foster opportunities for discussion about students' strengths and weaknesses, accomplishments and next requirements, and mentoring plans so that students know what they need to do in order to progress successfully through their programs in a timely manner. Students who are graduating are also required to complete the form in order to record their achievements since the data is also used to track metrics related to the annual productivity of all students. 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.

Probation
If a student fails to successfully progress in their degree program, their department/school will recommend that the student be placed on probation by the Graduate College. Students on probation may be dismissed/separated from their program for failing to successfully meet the conditions of their probation by the deadline provided. Please see the Probation and Separation section of the Graduate Catalog for more information.

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 Architecture Experience Program (AXP). 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, workshops, NEAT Lab, David G. Howryla Design-Build Studio, and other classroom spaces of the School.

Our SoA (School of Architecture) graduate faculty and Master of Architecture students organize our innovative research and creative activities into seven theme-based labs which define our priority research concentrations. These are the key areas of our research excellence, with groups and networks supporting the Labs:

Aging + Healthcare Design Lab; Theme: City Well-being
> This is a joint lab, coordinated by Dr. Dak Kopec in the SoA, and partnered with UNLV's School of Allied Health Sciences, School of Community Health Sciences, The College of Education, and the College of Medicine.

Natural Energies Advanced Technologies (NEAT) Lab; Theme: City Analytics
> Coordinated by Alfredo Fernandez-Gonzalez.

atLAS Lab of Advanced Design Technologies; Theme: City Visualization
> This is a joint lab, coordinated by Joshua Vermillion, and partnered with the Department of Art, the Department of Anthropology, and The Greenspun College of Urban Affairs.

Urban Futures Lab; Theme: City Futures
> This is a joint lab, coordinated by Dr. Steffen Lehmann, and partnered with the College of Engineering and the College of Urban Affairs.

Design + Build Lab; Theme: City Making
> Coordinated by Eric Weber with multiple industry partners.

Hospitality Design Lab; Theme: City Activation
> Joint lab, coordinated by Glenn Nowak, and partnered with the College of Hospitality, the International Gaming Institute, and the Entertainment Engineering and Design program.

Downtown Design Center (DDC); Theme: City Change
> Coordinated by Steven Clarke with multiple community partners.

University Resources

Leadership and Professional Development Academy
The goal of the Professional Development Academy is to serve as a virtual resource providing support and many professional opportunities to UNLV graduate students. The Academy offers information about events and services such as graduate certificate programs, workshops, training sessions and career services. You can follow Academy activities via social media or look for regular updates on the website.

Academic Success Center
The goal of the Academic Success Center is to help students do well academically and complete they 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 120,000 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 Office of the Registrar, 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. It is the students' responsibility to ensure they apply for graduation on time and submit all required forms to the Graduate College. Questions regarding thesis/dissertation should be directed to the Graduate College Student Services Team and questions regarding required forms should be directed to the Graduate College RPC Team

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.

The Intersection

The Intersection is a one-stop resource for UNLV's highly diverse student body — a comprehensive multicultural center grounded in the academic life of our students. As an intersecting campus resource, the Intersection helps ensure students, particularly first-generation and students of color, successfully navigate their academic careers. Here, all members of campus can discuss their differences, discover their similarities, and build a shared sense of belonging.

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 and Gateway Building PDAC Room. 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.

Military and Veteran Services Center
The Military and Veteran Service Center 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 Graduate Student Handbook, and following websites:
- Academic Integrity
- Activation for Military Service
- Change of Address
- FERPA/Privacy Rights
- Health Insurance - Mandatory
- Jean 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
  UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or policies should be directed to UNLV's Title IX Coordinator Michelle Sposito. The Title IX Coordinator can be reached through the online reporting form at Title IX Reporting Form, by email at titleixcoordinator@unlv.edu, by phone at (702) 895-4055, by mail at 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV, 89154-1062, or in person at Frank and Estella Beam Hall (BEH), Room 555.

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the Graduate Student Handbook :
- Academic Calendar
- Academic Policies
- Admission and Registration Information
- Progression and Completion Policies (listed alphabetically)

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.

Last revised	Revised by	Changes summary
March 12, 2019	Joshua Vermillion	Informational changes for new and current students
August 13, 2018	Glenn Nowak	Initial input to template