COURSE SYLLABUS
SPRING 2016
Instructor:
Friday - 8:00AM - 11:15 AM

Course Overview: Examines the basic materials and methods used in landscape architecture site construction with an emphasis on sustainable materials and construction practices.

Course Objectives:

- Provide a basic understanding of landscape architects' local, state and federal legal responsibilities in terms of professional design, construction and practice standards regarding public health, safety and welfare.
- Provide a basic understanding of professional design, construction and practice standards regarding various construction materials and methods.
- Provide a basic understanding of the role of the professional landscape architect in the production of construction documents, details, and specifications.
- Provide a basic understanding of the appropriate ways landscape architects communicate with clients and contractors.
- Provide a basic understanding of cost estimation.

Outcomes:

- Students will be responsible to demonstrate a basic understanding of construction materials and their applications through the compilation of a Class Notebook. This notebook is intended to for class notes, assignments, site visit documentation, graphic exercises and sketches. This notebook shall provide progress of skills and design development.
- Students will be responsible to demonstrate a basic understanding of materials' selection, application, and specifications and of the construction process through the development of a set of design drawings and details. These drawings are to include:
  - Plan Set Hierarchy
  - Dimensioning and Notes
  - Selection of Materials
  - Detail Development.
  - ADA Compliance

Suggested Texts:

Quality of Work: Most of the assignments will be need to be graphically depicted. Written materials must be typed and neatly prepared. All work must be securely bound and organized in neat, logical and orderly manner.

Grading: 30% Class Notebook
30% Design Drawings and Details
40% Participation and assignments quality and thoroughness of assignments submitted.

Problems: It is your responsibility to bring any problems, complaints, or disagreements regarding any of the above items to my attention immediately. The earlier problems are identified, the more quickly and easily they may be resolved.

Contact: Please use the phone numbers and E-mail addresses listed below. The preferred contact is my business office E-mail (ceciliaschafler@lagedesigninc.com) during regular business hours. Appointments may be pre-scheduled by phone.

University Policies

Academic Misconduct—Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Student Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV’s function as an educational institution.

An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the Student Academic Misconduct Policy (approved December 9, 2005) located at: https://www.unlv.edu/studentconduct/student-conduct.

Copyright—The University requires all members of the University Community to familiarize themselves with and to follow copyright and fair use requirements. You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: http://www.unlv.edu/provost/copyright.

Disability Resource Center (DRC)—The UNLV Disability Resource Center (SSC-A 143, http://drc.unlv.edu, 702-895-0866) provides resources for students with disabilities. If you feel that you have a disability, please make an appointment with a Disabilities Specialist at the DRC to discuss what options may be available to you. If you are registered with the UNLV Disability Resource Center, bring your Academic Accommodation Plan from the DRC to the instructor during office hours so that you may work together to develop strategies for implementing the accommodations to meet both your needs and the requirements of the course. Any information you provide is private and will be treated as such. To maintain the confidentiality of your request, please do not approach the instructor in front of others to discuss your accommodation needs.

Religious Holidays Policy—Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor
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within the first 14 calendar days of the course for fall and spring courses, or within the first 7 calendar days of the course for summer and modular courses, of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. For additional information, please visit: http://catalog.unlv.edu/content.php?catoid=6&navoid=531.

Transparency in Learning and Teaching—The University encourages application of the transparency method of constructing assignments for student success. Please see these two links for further information: https://www.unlv.edu/provost/teachingandlearning  
https://www.unlv.edu/provost/transparency

Incomplete Grades—The grade of I—Incomplete—can be granted when a student has satisfactorily completed three-fourths of course work for that semester/session but for reason(s) beyond the student's control, and acceptable to the instructor, cannot complete the last part of the course, and the instructor believes that the student can finish the course without repeating it. The incomplete work must be made up before the end of the following regular semester for undergraduate courses. Graduate students receiving “I” grades in 500-, 600-, or 700-level courses have up to one calendar year to complete the work, at the discretion of the instructor. If course requirements are not completed within the time indicated, a grade of F will be recorded and the GPA will be adjusted accordingly. Students who are fulfilling an Incomplete do not register for the course but make individual arrangements with the instructor who assigned the I grade.

Tutoring and Coaching—The Academic Success Center (ASC) provides tutoring, academic success coaching and other academic assistance for all UNLV undergraduate students. For information regarding tutoring subjects, tutoring times, and other ASC programs and services, visit http://www.unlv.edu/asc or call 702-895-3177. The ASC building is located across from the Student Services Complex (SSC). Academic success coaching is located on the second floor of the SSC (ASC Coaching Spot). Drop-in tutoring is located on the second floor of the Lied Library and College of Engineering TEB second floor.

UNLV Writing Center—One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 702-895-3908. The student's Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: http://writingcenter.unlv.edu/.

Rebelmail—By policy, faculty and staff should e-mail students' Rebelmail accounts only. Rebelmail is UNLV’s official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students' e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu. Emailing within WebCampus is acceptable.

Final Examinations—The University requires that final exams given at the end of a course occur at the time and on the day specified in the final exam schedule. See the schedule at: http://www.unlv.edu/registrar/calendars.

Students may consult with a Librarian on research needs. For this class, the subject librarian is http://www.library.unlv.edu/contact/librarians_by_subject . UNLV libraries provides resources to support students access to information. Discovery, access, and use of information are vital skills for academic work and for successful post-college life. Access library resources and ask questions at http://www.library.unlv.edu/.

Landscape Architecture Program Policies

Late Work - Late work will not be accepted. If appropriate, i.e. in the case of an excused absence, the decision to accept make up work will be handled by the studio critics on a case-by-case basis.
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Incomplete Work - Incomplete work will not be accepted. The submission of incomplete work will result in the issuance a zero mark for that assignment.

Evaluations

Student Evaluation of Faculty - Students have the opportunity to formally evaluate the faculty at the end of term. You are also encouraged to speak to us at any time with responses, suggestions or feedback - positive or negative. It is important to keep up with good communications. Please bring up any concerns privately, or, if necessary, publicly, with the whole class.

Class evaluations will be available for students to complete during the last two weeks of class. All evaluations are confidential; instructors will never know how any one student responded to any question, and students will never know the ratings for any particular instructors.

Faculty Evaluation of Student - Feedback from the instructor will occur in the following ways:

• On request from you

• Assignment marks and comments

Grading / Exams / Grade Posting - Each assignment will receive a grade or comments and a “resubmit”. Grades will be provided in writing on assignments, and grade-to-date information will be available upon request.

Documentation and Retention of Student Work - The Program may keep final presentation material at the end of semester for each project. The materials serve several functions to the Program and the University. They are used to document student outcomes during accreditation and to demonstrate the value of our Program to the University community. Nevertheless, please take photographs, digital images or copies of your projects to use in your portfolio. All students in all classes are required to submit a complete set of work digitally in pdf, jpg, tiff or appropriate format on CD at the end of the semester to the course instructor.

Portfolio/Submission of Work Policy - At the end of each course all students will submit copies of his or her work in the form of hardcopy and digital portfolios. Submission of the course portfolio is mandatory “NO EXCEPTIONS. Please adhere to the following submission guidelines:

Class Etiquette - This class will adhere to all the policies in the School of Architecture Handbook. Your grade may be lowered for repeated violations of class etiquette or any other policy in the Handbook. Please use common courtesy in all your class doings. Cell Phones “must be silent or turned off during class.

Absence “excessive absences from class for any reason will result in the lowering of your grade, at my discretion.

Class Format:

Generally:
• Discussion and/or questions regarding assignments
• Present new material, guest speaker, (if any), discussion and/or questions regarding subject
• Open forum as appropriate and time permitting
• Assignment, discussion and questions

Grading Policy: Grading is based on the following criteria:
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- Clarity and insight of your thinking as reflected in your ability to communicate
- Application of your research in assignments
- Technical accuracy
- Quality in communicating your ideas orally, in writing, and in graphics
- Attendance and participation in class
- Thoroughness

A 90% - 100% You completely understand the concepts, ideas, and technical requirements presented and articulate them clearly and concisely. You demonstrate understanding of concepts, ideas, and technical requirements through application of them in assignments. You regularly take the initiative to expand on concepts, ideas, and technical requirements and incorporate them into your assignments. Assignments are thorough, technically accurate, always on time and complete.

B 80% - 89% You have a solid understanding the concepts, ideas, and technical requirements presented and articulate them clearly. You demonstrate understanding of concepts, ideas, and technical requirements through application of them in most of your assignments. You occasionally take the initiative to expand on concepts, ideas, and technical requirements and incorporate them into some of your assignments. Assignments are always on time and usually thorough, technically accurate and complete.

C 70% - 79% You have a basic understanding of the concepts, ideas, and technical requirements presented. You demonstrate understanding of concepts, ideas, and technical requirements through application of them in some of your assignments. Assignments are always on time.

D 60% - 69% You lack a basic understanding of the concepts, ideas, and technical requirements presented. You are unable to demonstrate understanding of concepts, ideas, and technical requirements through application of them in assignments. Assignments are sometimes late and/or are incomplete.

F 0 - 59% You fail to make a significant effort to understand the material presented. You are unable to demonstrate understanding of concepts, ideas, and technical requirements through application of them in assignments. Assignments are late or missing.

01-29 Course Overview and Introductions
02-05 No Class
02-12 Construction Documents and Details
02-19 Concrete
02-26 Walls and Retaining Walls
03-04 Stone, Brick, Veneers
03-11 Paving
03-18 Wood
03-25 Spring Break
04-01 ADA Compliance
04-08 Decks and Planters
04-15 Fasteners
04-22 Technical Specifications
04-29 Contract Administration
05-06 Design Drawings and Details Presentations
05-13 Class Wrap Up and Final Submitta