

# SYLLABUS

<b>Course Title:</b>	<b>International Education and Travel Initiative</b>			<b>SPRING 2024</b>	
<b>Course Prefix:</b>	<b>ARCH</b>	<b>Course No.:</b>	<b>4333</b>	<b>Section No.:</b>	<b>P01-2420-23604</b>



*Rome is a poem pressed into service as a city...*  
-Anatole Broyard

	Department: <b>School of Architecture</b>
<b>Class Meeting Days &amp; Times:</b>	Friday: 10:00AM to 11:50AM
<b>Catalog Description:</b>	(3-0) Credit 3 semester hours.
<b>Prerequisites:</b>	none
<b>Mode of Instruction:</b>	<input checked="" type="checkbox"/> Face-to-face (TBA).
<b>Instructor:</b>	William J. Batson Jr., M.Arch, Professor / Director-CURES Center
<b>Office Location:</b>	School of Architecture, Prairie View A&M University, Room 251
<b>Office Telephone:</b>	(936) 261-9837
<b>Email Address:</b>	<a href="mailto:wjbatson@pvamu.edu">wjbatson@pvamu.edu</a>
<b>Office Hours:</b>	Monday, Tuesday, Wednesday and Thursday 1:00-4:00 PM. Other by appointment.

ARCH 4333

International Education and Travel Initiative

William J. Batson Jr. M.Arch

PRAIRIE VIEW A&M UNIVERSITY

Spring 2024

SCHOOL OF ARCHITECTURE

	Students are advised to make appointments with the professor ahead of time and be specific with the subject matter to be discussed. <b>Meetings will be conducted in person or via telephone depending upon regulations related to COVID-19.</b>
<b>Required Text:</b>	<b>Baedeker's Spain</b> by <a href="#">Jarrold Baedeker</a> (Author), <a href="#">Jarrold Publishing</a> (Editor) (any copyright year) ISBN: <b>013055913X</b>

### Course Goals and Overview:

The goal of this course is to prepare students to travel abroad and to investigate the world, weigh perspectives, communicate effectively with diverse audiences to be global citizens.

### Course Outcomes/Learning Objectives:

**At the end of this course, the students will:**

1	Gain the ability to communicate rudimentarily in a foreign language.	
2	Demonstrate the ability to be properly prepared for travel and study in a foreign country.	
3	Develop the ability to present and employ methods of professional expression, through speaking, research, writing and graphic presentation.	
4	Produce a travel diary and sketchbook reflecting trip experience	

### Course Requirements & Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

**Assignments/Papers:** Written assignments designed to supplement and reinforce course material

**Class Attendance/Participation:** Daily attendance and participation in class discussions

**Professional Presentations:** Presentation in person of designated site designed to improve public speaking

**Graphic Journal:** Complete Semester journal

#### Grading Matrix

Instrument	Value (points or percentages)	Total
Attendance	Class attendance	30%
Semester Journal (10 @5pts each)	Graphic Notebook/Diary (collected twice during semester) 50-word narrative and graphic of a site/city each week	50%
Project 1 (11x 17 cardstock)	Graphic project	20%
Passport and Visa Submissions	Submit by required deadlines etc. <b>FEBRUARY 28,2023</b>	40%
Research Presentation Project	200-word min.	20%
Midsemester Presentation	1 @ 20 pts. ea.	20%
Final Presentation/Video	1 Presentation 15 pts. – 1 Video 10 pts. ea.	20%
<b>Total:</b>		<b>200%</b>

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<b>Grade Determination:</b>	<p>A = 90-100 points      On time and exceptional work in quality and craft</p> <p>B = 80–89.99 points      On time and Above average work in quality and craft</p> <p>C = 70–79.99 points      On time and Average work in quality and craft</p> <p>D = 60–69.99 points      Late and or below average work in quality and craft</p> <p>F = 59.99 points or below FAILURE</p> <p>*Physical Presence if ZOOM class requires your face to be seen throughout the duration of the class. If you face is not visible or your avatar is applied this constitutes and absence -.2pts.</p>
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**Course Procedures:**

<b>Class Attendance Policy</b>	<p>Prairie View A&amp;M University requires regular class attendance. Excessive absenteeism, whether excused or unexcused, may result in a student’s grade being reduced to grade of “F”.</p> <p><b>A deduction of 3pts. for ea. Absence; -1pt. for ea. Late (greater than 10 min.); and .5pts. for each Tardy (less than 10 min.); -1pt for leaving the class at any time. Using electronic/phone not related to classwork -2; talking, disturbing the learning environment or any type of classroom disruption.</b></p> <p><b>ABSENCE VERIFICATION</b></p> <p><b>Do not submit any excuse to the instructor. If you are not able to complete and submit your weekly tasks and or attend class due to situations beyond your control, you must provide the appropriate documentation for Absence Verification/Temporary Illness using this <a href="#">Online Reporting Forms</a> . Once verified, an absence verification document will be provided to share with the faculty.</b></p> <p><b>Excessive absenteeism (more than five (5) absences) is determined to be absences accrued that are greater than 25%</b> of the total number of required days for that semester and class. Absences are accumulated of class during the semester terms.</p> <p>Participation and absences are accumulated beginning with the first day of class on January 20, 2023. If you do not come to class, you may assume that you have received zero (0) points for the class period unless you have a university approved excuse in one of the following classifications:</p> <ol style="list-style-type: none"> <li>1. Participation in an activity appearing on the University authorized activity list.</li> <li>2. Death or major illness in a student’s immediate family.</li> <li>3. Illness of a dependent family member.</li> <li>4. Participation in legal proceedings that requires a student’s presence.</li> <li>5. Religious holy day.</li> <li>6. Confinement because of illness.</li> <li>7. Required participation in military duties.</li> </ol> <p>If you miss class for one of these reasons, you must provide a memorandum plus supporting documentation to clear the absence from your record. These documents will be accepted for ONE WEEK AFTER THE ABSENCE HAS OCCURRED. This includes student-athletes who are to provide university forms for reporting absences to participate in approved competitions. Emails will not be accepted to clear these absences. <b>Emails will not be accepted to clear absences. Emails are not and will not be excepted as a valid excuse.</b> Emails sent to the instructor must include the documentation along with it that is needed for verification.</p> <p><b>NOTE: If you are late submitting your work in class or on-line for ANY reason, you must <u>attach your work along with the email with your excuse.</u> All late work will be deducted 20% of the original earned grade.</b></p>
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<b>Personal Conduct</b>	<p>Students and faculty are expected to conduct themselves in ways that support individual learning and the learning of others. To that end members of the classroom community will conduct themselves in a professional and ethical manner to achieve these objectives. Any conduct construed to interfere with the learning opportunities of members of the class may result in the removal of the student from the class for that day.</p> <ol style="list-style-type: none"><li data-bbox="410 296 1534 359">1. During regular class periods <u>all students are expected to dress appropriately</u> in accordance with university regulations.</li><li data-bbox="410 380 1534 443">2. <u>No hats or caps will be allowed to be worn in the classroom during class sessions.</u> If you elect to wear a hat or cap during the lectures or class discussion, your decision will be</li></ol>
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	<p>respected. However, you should also respect the instructor's decision to not award you daily participation points based upon that decision.</p> <ol style="list-style-type: none"> <li>3. <u>Dress Code for Presentations</u>: Professional dress is expected for all design and technical presentations in class.</li> <li>4. Students should <u>not be eating food or consuming drinks</u> during the discussion sessions. No food or drink is allowed in the classroom at any time.</li> <li>5. <u>Cellular telephones are to be turned off or put on silent ring tone</u> during the class period. Texting is strictly prohibited during the class period. No "ear phone" units will be allowed. If your cell phone rings during the lecture or you are texting you are subject to losing all participation point for that class period.</li> <li>6. <u>Laptops must emit no noise</u>. Make sure your laptop is warmed up and your battery charged before class starts. A laptop is allowed only for taking notes or accessing relevant course material during the class. Checking email, playing a game, messaging and other non-class related activities are not allowed at any time.</li> <li>7. <u>Harassment</u> of your fellow students of any kind will not be tolerated.</li> </ol>
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<p><b>Conduct of the Class</b></p>	<p>Please note the following rules for the conduct of the class.</p> <ol style="list-style-type: none"> <li>1. <u>Class will begin at the appointed time</u>.</li> <li>2. <u>Class is dismissed when so indicated by the instructor</u>. Students are expected to be on time and stay throughout the entire class period. Leaving the classroom presentation or discussion board before the class is dismissed without prior approval from the instructor will result in a loss of participation for that class.</li> <li>3. <u>Lecture Notes and Handouts</u> will be posted on Canvas or sent to your official university email. Handouts distributed during a class period will not be distributed at any other time. It is the student's responsibility to get a copy from another student or source.</li> </ol>
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<p><b>Formatting Documents:</b></p>	<p>Microsoft Word is the standard word processing tool used at PVAMU. If you are using other word processors, be sure to save the document in either the Microsoft Word, Rich-Text, or plain text format.</p>
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<p><b>COVID-19</b></p>	<p>To promote public safety and protect students, faculty, and staff during the COVID-19 pandemic, Prairie View A&amp;M University has adopted policies and practices for the Spring Semester 2021 academic term to limit virus transmission. Students must observe the following practices while participating in face-to-face courses and course-related activities (office hours, help sessions, transitioning to and between classes, study spaces, academic services, etc.):</p> <ul style="list-style-type: none"> <li>• <b>Self-monitoring</b> - Students should follow CDC recommendations for self-monitoring. Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction.</li> <li>• <b>Face Coverings</b> - Face coverings (cloth face covering, surgical mask, etc.) must be properly worn in all non-private spaces including classrooms, teaching laboratories, common spaces such as lobbies and hallways, public study spaces, libraries, academic resource and support offices, and outdoor spaces where 6 feet of physical distancing is difficult to reliably maintain.</li> <li>• <b>Physical Distancing</b> - Physical distancing must be maintained between students, instructors, and others in course and course-related activities.</li> </ul>
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	<ul style="list-style-type: none"> <li>• <b>Classroom Ingress/Egress</b> - Students must follow marked pathways for entering and exiting classrooms and other teaching spaces. Students should leave classrooms promptly after course activities have concluded, should not congregate in hallways and should maintain 6foot physical distancing when waiting to enter classrooms and other instructional spaces.</li> </ul>
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<b>Campus Safety Measures</b>	<ul style="list-style-type: none"> <li>• <b>Face-to-face Class</b> - To attend a face-to-face class, students must wear a face covering (or a face shield if they have an exemption letter). If a student refuses to wear a face covering, the instructor should ask the student to leave and join the class remotely. If the student does not leave the class, the faculty member should report that student to the Office for Student Conduct for adjudication. Additionally, the faculty member may choose to teach that day’s class remotely for all students.</li> <li>• <b>COVID-19 Guidelines for Student Conduct Adjudication</b> - The mandatory COVID-19 Training/Certification taken by all students serves as the 1st Warning for violation of COVID19 Guidelines. <ul style="list-style-type: none"> <li>• 1<sup>st</sup> incident: upon review of Incident Report and finding of responsibility — Conduct Probation</li> <li>• 2<sup>nd</sup> incident: upon review of Incident Report and finding of responsibility — Suspension</li> </ul> </li> <li>• Consult the Code of Student Conduct in the Student Planner or <a href="#">Student Conduct website</a> for additional information on Conduct Probation and Suspension.</li> <li>• <b>Personal Illness and Quarantine</b> - Students required to quarantine must participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities. Students experiencing personal injury or illness that is too severe for the student to attend class qualify for an excused absence. To receive an excused absence, students must provide appropriate documentation to the Office for Student Conduct, <a href="mailto:studentconduct@pvamu.edu">studentconduct@pvamu.edu</a>.</li> </ul>
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**University Rules and Procedures:**

<b>Disability Statement (See Student Handbook):</b>	<p>Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator. Students should also inform the instructor of their need for accommodations immediately at the outset of the course so that a solution designed to being successful in class can be produced.</p>
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<p><b>Academic Misconduct</b> <b>(See Student Planner):</b></p>	<p>You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Planner, especially the section on academic misconduct (see <i>University Administrative Guidelines on Academic Integrity</i>). Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the PVAMU Undergraduate Catalog, Graduate Catalog, and the Student Planner, the following are examples of prohibited conduct. This list is not designed to be all-inclusive or exhaustive. In addition to academic sanctions, any student found to have committed or to have attempted to commit the following academic misconduct will be advised to drop the class or receive a failing grade for this class.</p>
<p><b>Forms Of Academic Dishonesty:</b></p>	<ol style="list-style-type: none"> <li>1. <b><u>Cheating:</u></b> Deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher. <b><u>Anyone caught cheating will receive a failing grade and is therefore advised to drop the class.</u></b></li> <li>2. <b><u>Plagiarism:</u></b> Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the Internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks.</li> <li>3. <b><u>Multiple Submission:</u></b> Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course.</li> <li>4. <b><u>Conspiracy:</u></b> Agreeing with one or more persons to commit an act of academic/scholastic dishonesty.</li> <li>5. <b><u>Fabrication of Information/Forgery:</u></b> Use or submission of contrived, invented, forged, or altered information in any assignment, laboratory exercise, or test; tampering with or production of a counterfeit document, particularly documents which make up the student's academic record. Examples: making up a source or citing nonexistent publication or article; representing made up data as real for an experiment in a science laboratory class; forging a change of grade or student withdrawal record; falsifying any document related to a student academic exercise.</li> </ol>
<p><b>Nonacademic Misconduct (See Student Planner):</b></p>	<p>The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either: (1) the instructor's ability to conduct the class; (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.</p>

<b>Sexual Misconduct</b>	Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance ( <a href="mailto:titleixteam@pvamu.edu">titleixteam@pvamu.edu</a> ) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance, or have questions, they may contact the Title IX Coordinator at 936-261-2144. More information can be found at the <a href="#">Title IX Webpage</a> including confidential resources available on campus.
<b>Pregnancy, Pregnancy-related, and Parenting Accommodations</b>	Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related condition, or parenting (reasonably immediate postpartum period) are encouraged to contact Student Disability Services or the Dean of Students' Office for additional information and to request accommodations.
<b>Non-Discrimination Statement</b>	Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity in its programs and activities. The University is committed to supporting students and complying with the Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the nondiscrimination policies, and can be reached at Harrington Science Building, Suite 109 or by phone 936-261-1744 or 1792.
<b>Student Academic Appeals Process</b>	<p>Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by following the following:</p> <ol style="list-style-type: none"> <li>1. Within 5 days the student will appeal the grade with the faculty and attempt to resolve the discrepancies.</li> <li>2. After failing to resolve the issues with the faculty, the student within 7 days after receiving the faculty response the student can appeal his grade to the Department Chair, who will assemble a review committee and attempt to resolve the issues.</li> <li>3. After receiving a response from the Department Chair the student is it is still not satisfying, he can then in turn submit an appeal to the Dean of the school. The Dean will take all the issues at hand and will decide.</li> <li>4. If the student feels the need to further attempt to resolve his grievance, he can then appeal his grade through the university in accordance with the University Policies.</li> </ol> <p>The procedure is listed in the University Catalog and must be done within 5 days after the Dean's response regarding the issues that prompted the initial complaint. Students can file Academic Complaints and/or Grade Appeals after discussion the issues with the faculty then the student can start a review process at the PVAMU WEBSITE.</p>



## Student Support and Success:

<b>John B. Coleman Library</b>	<p>The library and its partners have as their mission to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&amp;M University's mission of teaching, research, and service and to support the University's core values of access and quality, diversity, leadership, relevance, and social responsibility through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. Phone: 936-261-1500; Website: <a href="#">J. B. Coleman Library</a>.</p>
<b>Academic Advising Services</b>	<p>Academic Advising Services offers students a variety of services that contributes to student success. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students get connected to success early in the semester. We help refer students to the appropriate academic support services when the student is unsure of the best resource for their needs. Some students are supported by faculty advisors in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors with Academic Advising Services are available to all students. We are located across campus. You can find your advisor's location by academic major at the <a href="#">Academic Advising Website</a>, Phone: 936-261-5911.</p>
<b>The University Tutoring Center</b>	<p>The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. Tutoring and academic support is offered face-to-face in the UTC, in virtual face-to-face sessions, and through <a href="#">online sessions at PVPlace</a>. Other support services available for students include Supplemental Instruction, Study Break, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: <a href="mailto:pv tutoring@pvamu.edu">pv tutoring@pvamu.edu</a>; Website: <a href="#">University Tutoring Center</a>.</p>
<b>Academic Early Alert</b>	<p>Academic Early Alert is a proactive system of communication and collaboration between faculty, academic advisors, and PVAMU students that is designed to support student success by promptly identifying issues and allowing for intervention. Academic Early Alert helps students by providing a central location to schedule advising appointments, view advisor contact information, and request assistance. Students who recognize that they have a problem that is negatively affecting their performance or ability to continue school may self-refer an Academic Early Alert. To do so, students will log in to PVPlace and click on Academic Early Alert on the left sidebar. Phone: 936-261-5902; Website: <a href="#">Academic Early Alert</a></p>
<b>Student Counseling Services</b>	<p>The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and provides assistance to students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Phone: 936-261-3564; Website: <a href="#">Student Counseling Services</a>.</p>
<b>Office of Testing</b>	<p>Testing Services serves to create opportunities by offering suite of exams that aid in the</p>
<b>Services</b>	<p>students' academic and professional success. Currently we administer entrance (HESI A2), college readiness (TSI assessment), Prior Learning (CLEP, DSST), and proctored exams. Location: Wilhelmina Delco, 3<sup>rd</sup> Floor, Rm. 305; Phone: 936-261-3627; Email: <a href="mailto:aetesting@pvamu.edu">aetesting@pvamu.edu</a>; Website: <a href="#">Testing Services</a>.</p>

<b>Center for Instructional Innovation and Technology Services (CIITS)</b>	Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend college in the traditional manner. The Center for Instructional Innovation and Technology Services (CIITS) supports student learning through online, hybrid, web-assisted and 2-way video course delivery. For more details and contact information, visit: <a href="#">CIITS Student Webpage</a> ; Phone: 936-261-3283.
<b>Office of Diagnostic Testing and Disability Services</b>	The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, contact the Office of Disability Services. As a federally mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hardware and software, adapted furniture, proctoring of non-standardized test administrations, ASL interpreters, ALDs, digital recorders, livescribe, and a comprehensive referral network across campus and the broader community. Location: Hobart Taylor, Rm. 1D128; Phone: 936-261-3583; Website: <a href="#">Disability Services</a> .
<b>Veteran Affairs</b>	Veteran Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563; Website: <a href="#">Veteran Affairs</a> .
<b>Office for Student Engagement</b>	The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; Website: <a href="#">Office for Student Engagement</a> .
<b>Career Services</b>	Career Services supports students through professional development, career readiness, and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Anderson Hall, 2 <sup>nd</sup> floor; Phone: 936261-3570; Website: <a href="#">Career Services</a> .

## Technical Considerations for Online and Web-Assist Courses:

<b>Minimum Hardware and Software</b>	<b>Minimum Recommended Hardware and Software:</b>
<b>Requirements</b>	<ul style="list-style-type: none"> <li>• Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra*</li> <li>• Smartphone or iPad/Tablet with Wi-Fi*</li> <li>• High speed Internet access</li> <li>• 8 GB Memory</li> <li>• Hard drive with 320 GB storage space</li> <li>• 15" monitor, 800x600, color or 16 bit</li> <li>• Sound card w/speakers</li> </ul>

	<ul style="list-style-type: none"> <li>• Microphone and recording software</li> <li>• Keyboard &amp; mouse</li> <li>• Most current version of Google Chrome, Safari or Firefox</li> </ul>
<b>Requirements (cont'd)</b>	<p>*Smartphone, Google Chrome books and Android tablets may not be supported. iPads are the only tablets supported.</p> <p><b>Note:</b> Be sure to enable Java &amp; pop-ups in the Web browser preferences</p> <p><b>Participants should have a basic proficiency of the following computer skills:</b></p> <ul style="list-style-type: none"> <li>• Sending and receiving emails</li> <li>• A working knowledge of the Internet</li> <li>• Microsoft Word (or a program convertible to Word)</li> <li>• Acrobat PDF Reader</li> <li>• Windows or Mac OS</li> <li>• Video conferencing software</li> </ul>
<b>Netiquette (online etiquette):</b>	<p>Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating to others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you.” Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm in an email or discussion post and the message might be taken seriously or sound offensive.</p>
<b>Technical Support:</b>	<p>For other technical questions regarding eCourses, call the Center for Instructional Innovation and Technology Services (CIITS) at 936-261-3283 or email <a href="mailto:ciits@pvamu.edu">ciits@pvamu.edu</a>.</p>
<b>Submission of Assignments:</b>	<p><b>ASSIGNMENTS</b> are due at the start of the class session. No late work will be accepted without proper documentation. <b>Avoid emailing the night before an assignment is due.</b></p>
<b>Grade and Evaluation:</b>	<p><b>Grades for assignments, submissions and exams will be posted within five (5) business days from the due date.</b> You will be notified if those circumstances change. Responses will usually provide a grade and written feedback as well.</p> <p><b>Emails will be responded via email within 24 hours Monday-Friday before 5:00 PM.</b></p> <p>Please send all correspondences to the instructor's Canvas' portal. Do not send any course materials, assignments, questions or any email(s) to the instructor's PV's webmail Outlook account. This method will allow the instructor to track you and all correspondences to better serve your needs in a timely manner.</p>

**ACCREDITATION/ASSESSMENT CRITERIA Table No. 1-NAAB CRITERIA**

This course is structured to assist the student meet the following criteria shown in **Table No. 1** as established by the National Architectural Accreditation Board (NAAB). To view the entire list, go to the NAAB website, [www.naab.org](http://www.naab.org) and access “2014 NAAB Conditions for Accreditation.”

Performance Criteria:	Ability <input checked="" type="checkbox"/>	Understanding <input checked="" type="checkbox"/>	Course Learning Outcomes Competencies (T, R, I)		
			T Taught	R Reinforced	I Utilized/ Integrated

**REALM A: Critical Thinking and Representation**

A.1. Professional Communication Skills (Ability)			T		
A.2. Design Thinking Skills (Ability)					
A.3. Investigative Skills (Ability)				R	
A.4. Architectural Design Skills (Ability)					
A.5. Ordering Systems (Ability)					
A.6. Use of Precedents (Ability)					
A.7. History and Global Culture (Understanding)	<input checked="" type="checkbox"/>				
A.8. Cultural Diversity and Social Equity (Understanding)				R	

<b>Student Academic Appeals Process</b>	<p>Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by following the following:</p> <ol style="list-style-type: none"> <li>1. Within 5 days the student will appeal the grade with the faculty and attempt to resolve the discrepancies.</li> <li>2. After failing to resolve the issues with the faculty, the student within 7days after receiving the faculty response the student can appeal his grade to the Department Chair, who will assemble a review committee and attempt to resolve the issues.</li> <li>3. After receiving a response from the Department Chair the student is it is still not satisfying, he can then in turn submit an appeal to the Dean of the school. The Dean will take all the issues at hand and will decide.</li> <li>4. If the student feels the need to further attempt to resolve his grievance, he can then appeal his grade through the university in accordance with the University Policies.</li> </ol>
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<b>WEEK</b>	<b>Date</b>	<b>COURSE OUTLINE:</b>	<b>Spring Semester 2024</b> <b>Topics and Assignments</b>
Week 1: Topic	01/19	<b>Course Outline and Syllabus and Plan of Action</b> Assignments: Journal and language	
Week 2: Topic	01/26	<b>Project and Video Assignment</b> Begin Research and Selection of Project	
Week 3: Topic	02/2	<b>Discussion: Rules of Time Travel</b>	
Week 4: Topic	02/9	<b>Project Selection</b>	
Week 5: Topic	02/16	<b>Language and rudimentary greetings</b>	
Week 6: Topic	02/23	<b>Passport Submissions/updates/party</b>	
Week 7: Topic	02/1	<b>Journal and Project Presentation Due</b>	
Week 8: Topic	03/8	<b>Reservations and review</b>	
<b>Week Nine: 3/11-16</b>		<b>Spring Break! BE SAFE AND TAKE GOOD CARE</b>	

Week 10: Topic	03/22	<b>Preliminary video review</b>	
Week 11: Topic	03/29	<b>Preliminary video review</b>	
Week 12: Topic	04/5	<b>Preliminary poster review</b>	
Week 13: Topic	04/12	<b>Preliminary poster review</b>	
Week 14: Topic	04/19	<b>Work on Final Video and Poster Presentation</b>	
<b>Week Fifteen: 04/26</b>		<b>Final Compaction and Final Video and Poster Presentation</b>	
		<b><i>HAVE A SAFE HAPPY SUMMER!</i></b>	

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**STATEMENT OF AGREEMENT**

I have read the Course Syllabus for **ARCH 4333-P01 Spring Semester 2024**, including the Class Lecture and all Event Schedule, and I agree to abide by the conditions for the class as spelled out in this document. My signature indicates my personal commitment to meet the course objectives and to succeeding in this educational undertaking.

During regular class periods I will dress and behave appropriately. **Initials** \_\_\_\_\_

Hats or caps are not allowed to be worn during class sessions. **Initials** \_\_\_\_\_

I understand that no food or drink are allowed during o class time. **Initials** \_\_\_\_\_

I understand that in the event of each online (ZOOM) class, my camera will be on and I will not use an avatar, **Initials** \_\_\_\_\_

I will not drive or handle a vehicle during my scheduled online sessions. **Initials** \_\_\_\_\_

Class attendance will be monitored through Canvas and follow the syllabus in terms of deductions for late, tardy and absent. **Initials** \_\_\_\_\_

No electronic books or devices are allowed. **Initials** \_\_\_\_\_

All PC's Laptops, Phones must be turned off **Initials** \_\_\_\_\_

\_\_\_\_\_  
Signature-Student

\_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ /2024

Student name (Please print neatly) Student ID # \_\_\_\_\_

\_\_\_\_\_  
Signature-Instructor

\_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ /2024

Instructor's name



**ARCH 4333**

**PRAIRIE VIEW A&M UNIVERSITY**

**International Education and Travel Initiative**

**Spring 2024**

**William J. Batson Jr. M.Arch**

**SCHOOL OF ARCHITECTURE**