

2020 Conditions and Procedures
Plan to Correct
for Continuing Accreditation

University of Kentucky
School of Architecture

Master of Architecture

Date: 30 June 2023

NAAB

National
Architectural
Accrediting
Board, Inc.



Plan to Correct
(2020 Procedures)

Institution	<u>University of Kentucky</u>
Name of Academic Unit	School of Architecture
Degree(s) (check all that apply) Track(s) (Please include all tracks offered by the program under the respective degree, including total number of credits. Examples: 150 semester undergraduate credit hours Undergraduate degree with architecture major + 60 graduate semester credit hours Undergraduate degree with non-architecture major + 90 graduate semester credit hours)	<input type="checkbox"/> <u>Bachelor of Architecture</u> Track: <input checked="" type="checkbox"/> <u>Master of Architecture</u> Track: 2-year Track: 3+ year <input type="checkbox"/> <u>Doctor of Architecture</u> Track: Track:
Year of Previous Visit	2022
Current Term of Accreditation (refer to most recent decision letter)	Continuing Accreditation (Eight-Year Term)
Program Administrator	Jeffrey Johnson
Chief Administrator for the academic unit in which the program is located (e.g., dean or department chair)	Jeffrey Johnson
Chief Academic Officer of the Institution	Provost Robert DiPaola, PhD
President of the Institution	President Eli Capilouto, PhD
Individual submitting the APR	Jeffrey Johnson
Name and Email Address of Individual to Whom Questions Should Be Directed	Jeffrey Johnson jjo289@uky.edu



INSTRUCTIONS AND TEMPLATE GUIDELINES

A Plan to Correct is required in cases when the NAAB board determines that the program is not in compliance with one or more of the Conditions for Accreditation, either at the time continuing accreditation is granted or as a result of a Special Report review. Programs with a Plan to Correct will have two years to demonstrate compliance with Conditions for Accreditation noted to be out of compliance. Programs submitting a Plan to Correct will be required to provide a narrative response with supporting documentation and evidence of compliance for each Condition noted to be out of compliance.

Review of the Process. The Accreditation Review Committee (ARC) reviewers will make one of the following recommendations to be acted upon by the board:

- In the event a program has demonstrated compliance with all the Conditions for Accreditation previously noted to be out of compliance, accept the Plan to Correct and approve the program for the remainder of the term of accreditation.
- In the event a program has not demonstrated compliance with the Conditions for Accreditation previously noted to be out of compliance, defer action and require a revised Plan to Correct to address all remaining areas of non-compliance. (Submission timelines are December 15 and June 30.)
- In the event a program's Plan to Correct does not demonstrate compliance with Conditions for Accreditation within two years, continue the Plan to Correct, place the program on notice for a period not to exceed one (1) year, and inform the institution's Chief Academic Officer.
- In the event a program's Plan to Correct does not demonstrate compliance with Conditions for Accreditation within one (1) year of notice, place the program on probation for a period not to exceed one (1) year, require a focused visit on remaining areas of noncompliance within six months, and inform the institution's Chief Academic Officer. All accreditation decisions to place a program on probation will be made public on the NAAB website.

Decisions by the NAAB board regarding the program's Plan to Correct are not subject to reconsideration or appeal.

Instructions

1. Type all responses in the designated text areas. Add additional rows as needed to include all conditions not met.
2. Reports must be submitted as a single PDF following the template format.

Deadline and Submission

Programs determined to be out of compliance with one or more Conditions for Accreditation identified at the spring board meeting will be required to submit a Plan to Correct on or before December 15 of the same year.

Programs determined to be out of compliance with one or more Conditions for Accreditation identified at the fall board meeting will be required to submit a Plan to Correct on or before June 30 of the following year.

Programs that fail to submit a Plan to Correct by the deadline will be placed on Administrative Probation, after notice.

All Plans to Correct should be sent to accreditation@naab.org on or before the appropriate deadline.



Plan to Correct Form

<p>Conditions Not Met List the number and title of each condition that must be addressed in the Plan to Correct.</p>	<p>Corrective Actions Provide a narrative describing the corrective actions that have been taken and those that are planned but not yet implemented. For all actions taken, provide supporting evidence as described under the relevant Condition in the 2020 Conditions and 2020 Guidelines for the Accreditation Process.</p>	<p>Timeline List the timeline for all corrective actions, including actual or planned start and completion dates.</p>
<p>Section 5 – 5.1 - Structure and Governance</p>	<p>Program Narrative: The faculty of the College of Design approved the revised College Rules of Procedure on May 3, 2023 (see attached appendix item A). The Dean has approved the Rules and has sent them to the Provost for review and approval. The rules are anticipated to be active during the summer 2023 in time for the beginning of the academic year 2023-24.</p> <p>A clearer and more defined role for students to provide input and shared governance was included in the revised College Rules of Procedure.</p> <p>With the Provost’s welcome decision to change the leadership of our college, we have seen a notable change in demeanor and atmosphere that has stabilized our internal dynamics and promises to correct critical issues as we collectively move forward. The appointment of Acting Provost DiPaola to the position of Provost, has also been a stabilizing force as we have worked closely with the Provost’s Office the past few years and have found that relationship to be supportive of the changes we have needed. The following appointments address the concerns about administrative resignations from the report.</p> <p>Ned Crankshaw, who was chair of Landscape Architecture for the previous twelve years, was appointed the Acting Dean of the College of Design, by Provost DiPaola in August of 2022, and in this role, he reports to the provost. Acting Dean Crankshaw has assumed this new position after his leadership as chair of the Department of Landscape Architecture at the University of Kentucky from 2010-2022. His ability to listen, his patient demeanor, and his awareness of the history of the college make him an ideal person to lead at this moment as we continue to grow as a college and as we move toward the occupation of the Gray Design Building. In recent college faculty meetings, we have discussed our support of Acting Dean Crankshaw becoming the Dean during this critical period of change and transition. This stability will make it more likely that the other administrative positions referenced in the report are also more stable as the environment causing the resignations has been addressed. Under Acting Dean Crankshaw there is renewed optimism and collegiality across the college.</p> <p>The Acting Director of the School of Architecture, Jeffrey Johnson, submitted his resignation under the prior dean as his ability to effectively lead the school was in a continuous state of instability regarding autonomy, outreach, budget, and transparency in decisions. He no longer felt that he could effectively move the program forward under those conditions. With the transition in leadership of the college, Jeffrey has agreed to continue in his role during this critical</p>	<p>May 3, 2023: Revised College Rules approved by faculty and the dean. The rules are anticipated to be active during the summer 2023 in time for the beginning of the academic year 2023-24.</p> <p>By Fall 2024: Appoint an Architecture faculty member as the Director of Graduate Studies (DGS).</p> <p>Hire a full-time administrative support member dedicated to the School of Architecture.</p>



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	<p>period and is open to returning to another appointment as Director of the School of Architecture working with Acting Dean Crankshaw to move the program and college forward. If Acting Dean Crankshaw were to become Dean Crankshaw, this increases the likelihood of stabilizing all the units in the college and the School of Architecture as a result.</p> <p>The School of Interiors has also found stability in its leadership since our NAAB Final Report. The school hired an internal candidate, Associate Professor Helen Turner, to the position of Director of the School of Interiors. Helen shares the optimism of the broader faculty at this moment regarding the future of the School of Interiors and the direction of the college.</p> <p>The Department of Historic Preservation appointed Associate Professor Douglas Appler to the Chair of the department before the NAAB visit. Doug remains in this role and shares the optimism of the college's direction.</p> <p>The Associate Dean for Student Success is now held by Associate Professor Liz Swanson, who coordinates the College's and School's enrollment, recruitment, and student activities with the Office of Student Services and with the Director of the School of Architecture.</p> <p>Not referenced in the final NAAB Report was the Associate Dean of Research, a position left vacant for several years before the report. In the College Faculty Council meetings, the hiring of a new ADR was prioritized due to its impact on the college and our research potential. Associate Professor Lindsey Fay has taken over these duties and her role as Director of Graduate Studies in the School of Interiors. Lindsey has quickly modernized this position and developed a streamlined process for the faculty to understand potential resources and research opportunities within the college, the university, and beyond.</p> <p>The Associate Dean for Administration currently remains unfilled. This vacancy was part of a decision-making process of the Acting Dean working closely with the College Faculty Council to determine which position was more critical, the ADR or the ADA. The Faculty Council recommended that the Associate Dean for Research was more critical in the short term for the faculty and the college. This decision is based on our below minimum needs budgets under which we are consistently operating.</p> <p>The ideal administration of the college has improved significantly as noted above and so has the ideal administration of the School of Architecture, however it is still missing a critical piece.</p>	



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	<p>The Acting Director of the School of Architecture has worked with the faculty to identify and appoint internal candidates to leadership roles. The current Associate Director is Anne Filson, who is also a Full Professor. Anne assumed the Associate Director's position before the NAAB visit and assists the Acting Director in strategic planning, coordinating program assessment, and oversight of the implementation of the school's recruitment strategy. The Associate Director also serves as an ex-officio member on all school committees. Also providing administrative support to the Acting Director is the Director of Undergraduate Studies (DUS) in the School of Architecture, which is a new position created in 2022-2023. The current DUS is Associate Professor Martin Summers. The DUS's role includes strategic planning, coordinating program assessment, undergraduate curricula, oversight, and the implementation of the school's undergraduate recruitment strategy. Like the Associate Director, the DUS is ex-officio on all school committees.</p> <p>The Acting Director of the School of Architecture will work with the faculty to identify and appoint a faculty member to assume the role of the Director of Graduate Studies (DGS). Currently, the Acting Director of the School of Architecture assumes the role.</p> <p>The college recently assigned a part-time administrative assistant to support the School of Architecture. However, to operate efficiently, and to enable the director to focus his time on impactful goals, the program requires a full-time administrative assistant.</p> <p>Supporting Evidence: See Appendix Item A: Approved revised College Rules of Procedure</p>	
Section 5 – 5.2 Planning and Assessment	<p>Program Narrative: The School of Architecture is developing a clearer and more structured process where our curricular recommendations from our self-assessment are directly related to how well they meet the respective NAAB criteria.</p> <p>The School of Architecture director convened the Curriculum Committee, the core courses Coordinators, the Director of Undergraduate Studies, and the Associate Director to discuss the assessment process. During the AY2022-23, they reviewed the current learning outcomes for each required course, and how each aligned with the NAAB program and student criteria. Additionally, they are reviewing the learning objectives for all NAAB PCs and SCs.</p> <p>The core course Coordinators will assume primary responsibility in defining the assessment process and ensuring that the learning outcomes of their respective core courses align to the NAAB criteria. Additionally, now that UK assessment has resumed and has a four-year cycle, we will</p>	<p>By December 2023: The School of Architecture will complete the review and internal assessment of how NAAB criteria align with curricular student learning outcomes (PSLO).</p> <p>By May 2024: Any changes or revisions to NAAB criteria course alignments and PSLOs will be reviewed and approved by the School of Architecture Curriculum Committee and the faculty including articulation of learning objectives for all NAAB PCs and SCs.</p>



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	<p>be able to structure our self-assessment plan around the University's. Our University of Kentucky Office of Strategic Planning and Institutional Effectiveness' Program Student Learning Outcomes (PSLO) are aligned with NAAB Program and Student Criteria.</p> <p>Since the NAAB visit during the spring 2022, the School of Architecture has submitted its Reflections (required in the third year of the University's Office of Strategic Planning and Institutional Effectiveness PSLO assessment process) - (see attached appendix item B). During the Academic Year 2023-24 we will be required to report changes to the curriculum we have made or have proposed based on our assessment process.</p> <p>While the University released its current Strategic Plan in 2021, the College of Design has postponed the development of a new strategic plan due to the changes and transitions in its leadership (see above). Because the School of Architecture aligns its vision plan with the college's, it has also been delayed. With what is most likely stability with leadership at both the college and school levels moving into AY2023-24, a new college strategic plan is on the horizon. The Associate Director of the School of Architecture will continue to lead the effort for the program and will work with faculty during the AY2023-24 to define strategic objectives and how they will meet the NAAB Conditions.</p> <p>Supporting Evidence: See Appendix Item B: UKY PSLO Assessment: School of Architecture - Reflection</p>	<p>Revisions or additions to our assessment tools and processes will be revised.</p> <p>School of Architecture Vision Plan completed or in draft form (dependent on the new College of Design's Strategic Plan). At a minimum how the school strategic objectives meet the NAAB Conditions.</p>
<p>Section 5 – 5.3 Curricular Development</p>	<p>Program Narrative: Our current UK PSLOs are aligned with NAAB program and student criteria so we are developing a clearer and more structured process where our curricular recommendations from the assessment are directly related to NAAB criteria (see above).</p> <p>During the AY2022-23 the director convened all core courses Coordinators, the Associate Director, the Director of Undergraduate Studies, and the Curriculum Committee to review and discuss the current curricular development process as it directly relates to the NAAB criteria. All agreed that the Curriculum Committee would work together with the core courses Coordinators during AY2023-24 to define a curricular development process, which incorporates our course and student learning outcomes assessment. This process will also align with the university's assessment requirements and processes. The new/revised curricular development plan will include clear procedures on how curricular changes are recommended based on assessment, how they are reported, and how they are implemented. Once the new/revised curricular development</p>	<p>By May 2024: The School of Architecture will make curricular changes based on our assessment process and report the changes to the University curriculum we have made or have proposed.</p> <p>The School of Architecture will develop a clearer curricular development process that is directly informed by our course and student learning outcomes assessment.</p>



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	plan is developed by the core course coordinators and the Curriculum Committee, it will be reviewed by the faculty. Faculty will work with the core course coordinators and the Curriculum Committee to create a final plan. Supporting Evidence:	

University of Kentucky
School of Architecture

NAAB
Plan to Correct

APPENDIX

Item A: Approved revised College Rules of Procedure

Item B: UKY PSLO Assessment: School of Architecture - Reflection

Item A: Approved revised College Rules of Procedure

UK COLLEGE OF DESIGN RULES AND PROCEDURES FOR OPERATION

Amended and approved by College Faculty (Insert date upon approval by faculty)

These Rules of Procedure are intended to be consistent with the Governing Regulations and the Administrative Regulations of the University of Kentucky, the Rules of the University Senate, and the laws of the Commonwealth of Kentucky and of the United States of America. If these Rules of Procedure are inconsistent or contrary to the above-mentioned regulations and laws, then those regulations and laws prevail.

Signed and Dated:

(Interim Dean, College of Design)

Date:

(Provost, University of Kentucky)

Date:

Rules and Procedures of the College of Design

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**College of Design University of
Kentucky
Rules and Procedures for Operation**

I. Preamble

The College of Design seeks to transform the lives of our students and serve the Commonwealth of Kentucky by advancing the quality of life in the built environment. The college promotes innovation, responsibility, and reflection in teaching, conducting research, engaging in creative scholarship, and contributing to community life. While preserving the strong disciplinary identities of architecture, historic preservation, interior design, and product design, the College of Design values collaboration and connection between education, the practices of design, and the rest of the world.

II. Statement of Shared Governance

These Rules and Procedures enable all members of the College of Design to become active participants in its governance to the fullest extent provided for and within limits established by the University of Kentucky Governing Regulations as approved by the Board of Trustees and the University Senate.

III. Faculty of the College of Design

- A. Functions and Responsibilities of the Faculty of the College of Design (See Governing Regulations VII E.3.c)
1. Consistent with the University of Kentucky Governing Regulations and the Rules of the University Senate, and with the approval of the dean of the college and the provost, to establish its membership, the frequency of its regularly scheduled meetings, the quorum for the transaction of business, and its rules and procedures, including the committee or council structure necessary for the performance of its functions. Copies of the Rules and Procedures of the College of Design and a description of its committee structure shall be made available to its members and a copy filed with the Secretary of the University Senate.
 2. Within the limits established by the University of Kentucky Governing Regulations, the policies and Rules of the University Senate, and the Rules and Procedures of the College of Design, to determine the educational policies of the college on such matters as academic requirements, curricula, course offerings, undergraduate, graduate and research programs, professional programs, and service functions, to the extent that the responsibility has not been delegated to a school or department faculty
 3. To submit recommendations, through the dean of the college, to the University Senate on such matters as require the final approval of that body.
 4. To make recommendations on other matters relevant to the University Senate, to the provost, or to other administrative officials.
 5. To make recommendations on other matters relevant to the University Senate, to the provost, or to other administrative officials.
 6. To develop and maintain the academic or scholastic, creative and professional competency requirements, and standards of the college. In so doing the faculty may choose to delegate by rule or by vote a defined part of the determination of its educational policies to an Assembly. The Assembly shall consist of faculty and designated student representatives. The number of students voting and the

method of selecting these students shall be determined by the rules of the college (see Section V: Rules of the Student Council.) The academic or scholastic requirements of the college may exceed but not be lower than those established for the institution by the University Senate or the Graduate Faculty. The University Senate must approve any such differences.

7. To establish with the dean, the procedures, and criteria to be employed within the college in making recommendations on the appointment of members of the college, re-appointments, terminal appointments, decisions not to reappoint, post-retirement appointments and promotions and the granting of tenure.
8. To establish with the dean, the procedures, and criteria to be used by the college in the performance evaluation of faculty members.
9. To establish with the dean, procedures to be used within the college in the preparation of budget requests.
10. To receive reports and consider recommendations from the College of Design Student Council and make recommendations to the dean on actions to be taken.
11. To consider recommendations on any matter pertinent to the university.
12. To meet in special session on the call of the president of the university, the provost, the dean of the college, or at the request of a prescribed number of its membership.

B. Membership of the College Faculty (See Governing Regulations VII.E.3.a)

1. Membership.

a) The membership of the faculty of the college shall consist of the dean, associate and/or assistant deans, and regular full-time faculty having the rank of lecturer, senior lecturer, assistant professor, associate professor or professor in the regular, special title, or extension series or librarian III, II or I in the librarian title series.

b) Membership, with or without voting privileges, also may be extended, or withdrawn by the college faculty to any other person assigned to the college for administrative, instruction, research, extension, clinical or librarian work.

2. An individual may be assigned to more than one college; in this instance, one assignment shall be designated primary by the provost.

3. Voting privileges.

a) Voting members are composed of all tenured, tenure track, lecturer, and senior lecturer faculty members.

b) Voting privileges may be granted for an academic year to visiting, endowed, temporary, and adjunct faculty by a simple majority vote of the college faculty.

C. Chairperson of the College Faculty

The dean is the chairperson of the faculty and shall preside at its meetings. The dean may delegate to any voting member of the faculty the function of presiding at the meetings of the faculty in his or her absence.

D. Meetings of the Faculty

1. Schedule of Meetings

c) There will be three meetings per year: in August on or after the 16th; in January on or after the 1st; and in May on or before the 15th.

d) The dean may call special meetings of the faculty as deemed necessary.

e) The dean shall also call special meetings of the faculty if so desired by the president of the university or the provost. The faculty may initiate a special meeting by submitting to the dean a written request stating the purpose of such a meeting, which has been signed by at least one-quarter of the voting

members of the faculty. The dean shall call the special meeting of the faculty within two weeks of the receipt of the written request.

2. Notice of Meetings

Written notice of at least four working days shall be given by the dean to all members for a meeting of the faculty, emergency and special meetings excepted. Notification shall include the agenda.

3. Agenda for Meetings

- a. The dean shall prepare, post, and distribute to members of the faculty, the agenda for meetings of the faculty at least four working days in advance of the meeting except in emergencies and special circumstances. Members of the faculty may submit to the dean items for inclusion in the agenda at least ten days in advance of the regularly scheduled meeting for which intended, which should provide a brief statement of the matter, the specific motion or action suggested, and its consequences or implications.
- b. The agenda for regularly scheduled meetings of the faculty shall be as follows:
 - 1) Reading, correction, and approval of the minutes of the preceding meeting.
 - 2) Matters arising from the minutes.
 - 3) Report of the dean.
 - 4) Consideration of the dean's recommendations for action.
 - 5) Consideration of the dean's discussion items.
 - 6) Reports of committees.
 - 7) New business.
- c. The faculty may, by simple majority of those present and voting, amend or modify the agenda, including the deletion or addition of items.

4. Quorum for Meetings

A simple majority of the total voting membership of the faculty shall constitute the quorum for the transaction of business.

5. Conduct of Business

- a. Each member of the faculty with voting privileges shall have the vote, except that there shall be no voting by proxy.
- b. The faculty shall make decisions by a simple majority of open votes of all its voting members present at any meeting except for:
 - 1) Actions requiring a roll call, mailed, or electronic vote which shall require either the request of one-third of the voting members of the faculty present or at the request of the dean.
 - 2) Actions to amend the Rules and Procedures for Operation for the college and actions on matters not on the agenda which shall require a majority of two-thirds of the total voting membership of the faculty.
- c. Except as otherwise provided in these rules, the business of the faculty shall be conducted in accordance with the latest edition of Robert's Rules of Order.
- d. The dean may on his/her own initiative or at the request of the faculty, approved by a simple majority of voting members present, appoint a Parliamentarian.
- e. When the University of Kentucky Governing Regulations limit participation to faculty only, such as with faculty issues, the faculty shall choose to go into executive session in which case only tenured, tenured-track, lecturer, and senior lecturer faculty may be in attendance.

6. Minutes of Meetings

Meeting minutes will be recorded and circulated to the faculty one week prior to the subsequent meeting.

E. Standing Committees of the Faculty of the College of Design

1. College Faculty Council

a. Function

- 1) Represents the entire faculty and serves as an advisory committee to the dean on all matters relating to the faculty.
- 2) Acts as a primary channel of communication between the faculty and the dean, and as a representative voice of the faculty.
- 3) Reviews with the dean procedures for performance evaluation of the faculty.
- 4) Establishes with the dean procedures to be used within the college in making recommendations on the appointment of new faculty members of the College, promotions, reappointments, terminal appointments decisions not to reappoint, post-retirement appointments, and the granting of tenure.
- 5) Forms an Appointments, Promotion and Tenure (APT) subcommittee each year at the beginning of fall semester.
 - a) The APT subcommittee will advise the dean by submitting written letters of evaluation on faculty candidates for appointments, reappointments, terminal reappointments, decisions not to reappoint, post-retirement appointments, promotions, and the granting of tenure.
 - b) The APT subcommittee will advise the dean in cases in which individual faculty members appeal the merit evaluation assigned them by the dean. In each appeals case, the committee shall consider materials submitted to it by the faculty member and by the evaluating chairperson and submit to the dean a letter summarizing its advice, explaining the reasons for it, and stating the number of voting for and against the recommendation.
 - c) Members of the College Faculty Council from the academic unit of a candidate or a case under review shall recuse themselves from participation in the committee's evaluation of that candidate.
 - d) For promotion and tenure review, faculty shall not serve at the same time as a member of both a college advisory committee and unit-level advisory committee. Faculty must participate fully at the unit-level evaluation process and recuse themselves from participation at the college level. A committee of three eligible, non-unit faculty members of the CFC will serve as the College-level committee.
 - e) If non-administrative, tenured members are unavailable in a unit, an external or emeritus faculty associated with the unit may be appointed as needed and/or elected as the at-large member. In these cases, the CFC will work directly with the Office of the Associate Provost of Faculty Advancement to identify faculty from other Colleges.

b. Membership

- a) The College Faculty Council shall be made up of 8 members.
- b) Membership shall be limited to faculty that hold voting privileges within the faculty.
- c) None of its members shall hold an appointment as dean, associate dean, assistant dean, school director, or department chairperson.
- d) The faculty in each unit shall elect their representatives at the end of the spring semester for a 2-year term (2 from Architecture, 2 from Historic Preservation, 2 from Interiors, and 2 from Product Design.)

e) Each unit must have at least 1 tenured faculty member, if possible.

c. Voting

- 1) The representatives from each unit will serve as voting members of the council.
- 2) All faculty in the College that have not been elected as unit representatives may participate without voting privileges in the meetings of the Council.
- 3) All votes of the Council shall be recorded both as total number of votes and total votes by unit.

d. Meetings

- 1) The College Faculty Council shall meet immediately after the first college faculty meeting of each academic year for the purpose of electing a chairperson who will serve for one year, and to identify issues that may need to be addressed by the council.
- 2) The College Faculty Council shall meet at least twice during each semester.
- 3) At least one of these meetings each semester will be open to all faculty.
- 4) At least one of these meetings each semester will be with the dean in executive session and only the dean and members of the council will be in attendance.
- 5) Executive council sessions shall include only elected members of the College Faculty Council.
- 6) All meetings of the College Faculty Council, except for executive council sessions with the dean, shall be open to all faculty in the college.
- 7) The chair of the council shall send out an announcement of council meeting dates and times to all faculty, not less than 7 days prior to each meeting, for meetings that are open to all faculty.
- 8) The chair of the College Faculty Council shall meet with a minimum of 4 representatives of the College of Design staff at the beginning of each semester and as needed. The representatives from the staff should include representation from the business office, student services, communications, and dean's support staff. The dean will appoint the staff representatives at the beginning of the academic year. The chair of the College Faculty Council shall report back pertinent topics and issues to the council and to the dean.
- 9) After each meeting, the members of the council shall report back to their units to share important and/or relevant information discussed in the meeting.

2. Curriculum Committee

a. Function

- 1) The College Curriculum Committee serves as an advisory group to the dean, schools/departments, and faculty regarding proposals for amending the curriculum.
- 2) Acts to approve or disapprove, on behalf of the faculty of the college, all curriculum proposals, new course or programs, revised courses and programs, suspension or deletion of programs, and deletion of courses submitted by departmental faculty.

- 3) Review and make recommendations on the academic requirements of the college, on programs, including departmental programs, and all other issues of educational policy for transmission to the faculty or the departments.
- 4) Initiate new academic policies and procedures for the college as appropriate, for the recommendation to the college.
- 5) Apprise faculty on policies and actions brought by administration and apprise administration on policies and actions brought by faculty.
- 6) Review program, course, and curriculum proposals to ensure that proposals meet the college's educational goals and objectives; that the proposals are intact and complete and in the final, senate-approved format (i.e., Curriculog, or on a senate-approved form) with changes, revisions, and additions for successful movement through the University Senate process.

b. Membership

Five faculty members consisting of no more than two faculty from any one academic unit; at least 3 of the 5 must be tenured faculty members. The chair of the committee shall be a tenured faculty member. At least one member from each unit should be a member of the unit curriculum committee. In addition, the Associate Dean for Students and a representative from the Office of Student Services will serve as non-voting members.

3. Lectures, Exhibitions, and Publications Committee

a. Function

- 1) The committee will coordinate all lectures, exhibitions, and academic publications, within the college in a centralized manner. They will assure that all activities support the College's academic mission, by advancing the research and intellectual development of the faculty and students of the College, and benefit the University community, the profession, and the public. Units within the College are responsible for determining, contacting, scheduling and planning all lectures, exhibitions and academic publications.
- 2) Coordinate with the media committee and the Director of Communications to publicize and document lectures, exhibitions, events, and/or programs, including the College End of Year Show (EOYS).
- 3) Coordinate for exhibition the representative examples and documentation of student work systematically
- 4) collected and prepared for exhibitions by the units.
- 5) Coordinate the set-up and/or installation of any materials necessary for lectures, exhibitions, events, and/or programs not directly produced by the units, including the College End of Year Show.

b. Membership

- 1) Five faculty members consisting of no more than two faculty from any one academic unit (with at least one member from each unit being a member of the unit level lecture and exhibition committee).
- 2) Four student representatives (one from each unit). Students will serve a term of at least one year with unlimited maximum terms.
- 3) The Director of Communications is a non-voting, ex-officio member.

4. Honors and Awards Committee

a. Function

- 1) Recommend and review policies, strategies, and procedures for the provision of college-level honors, awards, scholarships, and other financial assistance to students of the college.
- 2) The committee awards scholarships and other financial assistance to students of the college in consultations with the directors/chairs of each unit.

b. Membership

- 1) Five members, no more than two from one unit (with at least one member from each unit being a member of that unit's Scholarships Committee).
- 2) The Director of Philanthropy & Alumni Relations and a representative from the Office of Student Services will serve as non-voting, ex-officio members.

5. Media Committee

a. Function

- 1) To review content for college-level public media (print and digital), to ensure that the content meets college educational goals and objectives.
- 2) In concert with other committees of the college dealing with publications, recommend methods and procedures, which will improve and expand the effectiveness of the publications of the college.

b. Membership

One faculty member and one student from each academic unit. In addition, the Director of Communications and the college Graphic Design Fellow will serve as non-voting, ex-officio members. Other faculty, staff, and students may be called to participate in the committee for project-relevant discussion.

6. Nominating Committee

a. Function

- 1) To develop and recommend to the college a standing committee membership slate on an annual basis to ensure academic unit representation, distribution, and balance on college-wide committees. The slate shall be submitted to the college for approval in August at the first meeting of each academic year.
- 2) Each unit will identify its representative for Nominating Committee membership within the first month of each spring semester. The faculty will be informed of the committee's members once all have been identified.
- 3) The Nominating Committee will work with unit heads over the spring and summer to develop a slate of nominees for college-level committees for the next academic year.
- 4) The Nominating Committee will also work with unit heads to secure from each faculty member their agreement to serve prior to submitting the slate. The slate for the next academic year will be voted on and approved at the first college meeting in August.

b. Membership

One faculty member from each academic unit for a total of four members.

7. Rules for Standing Committees

- a. Except as noted elsewhere in this section, the standing committees shall be constituted by the faculty, shall be responsible to the faculty, shall make recommendations to the faculty and the dean of the college, and shall regularly report to the faculty at least once a year.
- b. The standing committees shall consult and cooperate with each other, with the administrative officers of the college, and with other appropriate bodies, as may be necessary.
- c. The term of membership of the standing committees shall commence in August and shall normally be three years.
- d. When a vacancy is created between elections, the dean, after consultation with the committee concerned, will appoint a faculty member to complete the term unless otherwise stipulated in these rules or the governing regulations of the university.
- e. No later than January 31 of each academic year the dean's office will provide the entire faculty a list of the membership of standing committees.
 - 1) This list shall include a list of current members and a notation of the period everyone is to serve.
 - 2) The list will be used by faculty and the Nominating Committee to determine committees having membership openings for the next academic year.
- f. Faculty are encouraged to make known their committee assignment preference to the Nominating Committee.
- g. Members elected to a given committee may be re-elected to the same committee for one additional consecutive term but are ineligible for further election to that committee until one year has elapsed.
- h. Each committee shall elect its chairperson, to service a one- year term, from among its members at the first meeting in each fiscal year.
- i. The chairperson of a given standing committee shall serve no more than two consecutive years as chairperson of that committee.
- j. The committees shall hold regularly scheduled meetings and may also hold special meetings.
- k. A written notice of one week shall be given to the members for a meeting of the committee.
- l. The chairperson of the committee shall prepare, post, and distribute the agenda for a meeting, usually one week in advance. Members may submit items for inclusion in the agenda.
- m. A majority of the total membership of the committee shall constitute the quorum for the transaction of business. Committees may create task forces for specific purposes.
- n. Except as otherwise provided in these rules, the business of the committees shall be conducted in accordance with the latest edition of Roberts Rules of Order.
- o. The chairperson of the committee shall be responsible for keeping the minutes and having them distributed to the members and to the faculty, when necessary.
- p. When dealing with matters of policy or procedure, meetings of the committees shall normally be open to all members of the faculty and all members of the Student Council, who shall have the right to be present and to speak, but not to vote. When dealing with specific personal matters related to an individual case, however, the committees shall meet in executive session.

8. Provisions for Ad Hoc Committees

- a. The faculty may create an ad hoc committee or task force by action of a two-thirds majority of the faculty to consider a specific problem or to give advice on any matter not in the domain of a standing committee by a standing committee.

- b. The dean may form a faculty advisory committee reporting directly to him at any time on any matter of college concern.
- c. The dean is an ex officio member of all ad hoc and advisory committees of the faculty.

IV. Administrative Officers of the College

A. The Dean of the College of Design

The dean acts as the executive officer of the college and enforces the University of Kentucky's *Governing Regulations, Administrative Regulations, University Senate Rules, Graduate Faculty Rules, and College of Design Rules*. The dean is responsible for the implementation of the programs and curricula of the college, for the quality of instruction furnished therein, for the assignment of duties to all personnel and for the service rendered by the faculty of the college, individually and as a whole, and to oversee the educational work of the college and its efficient conduct and management in all matters not specifically charged elsewhere. Specific duties and responsibilities regarding governance include the following:

1. Preside over college-level faculty meetings, except as they may delegate this function, and hold an ex-officio seat on all college-level committees.
2. Recommend the appointment, re-appointment, terminal appointment, decision not to re-appoint, post-retirement appointment, promotion, and granting of tenure for members of the college faculty utilizing the procedures and criteria established by the university and the college faculty. Recommendations shall follow consultation with the College Faculty Council's Appointment, Promotion, and Tenure Committee; the director or chair of the appropriate academic unit, and the faculty members whose judgements are required in the *Matrix of Consultation and Written Judgements* in the University's *Administrative Regulations*.
3. Appoint unit leadership in consultation with the faculty of the academic unit.
4. Appoint faculty to the role of associate dean or other administrative title in support of the mission of the college, including in the areas of research; student affairs; diversity, equity, and inclusion; faculty advancement; and administration. Appointments to be made after consultation with academic leadership and the College Faculty Council. Except in rare instances, the title of associate dean shall only be bestowed upon faculty with the rank of associate professor or professor.
5. Oversee the appropriate staffing, supervision, and performance of college support units such as the business office, fabrication lab, and student services.
6. Conduct periodic evaluations of the performance of members of the college faculty in accordance with established processes at the university. In executing those duties, the dean will receive and consider recommendations for faculty performance evaluations from the chair/director of the faculty's academic unit. The dean is responsible for recommendations on salaries and salary changes.
7. Conduct periodic evaluations of the performance of academic unit directors or chairs and other administrative roles in accordance with established processes at the university. In executing those duties, the dean will receive and consider recommendations from the chair/director's academic unit. The dean is responsible for recommendations on salaries and salary changes.
8. Establish an annual operating budget for the college, inclusive of unit budgets, in accordance with university policies and procedures. Budget to be developed in conjunction with unit directors/chairs, service units, and college business officer. The budget shall be communicated with the faculty and staff at the beginning of the school year.
9. Represent the interests of the college to university administration as advised by the College Faculty Council and unit leadership. If the dean finds it necessary to depart from the consensus of the college faculty, he or she shall communicate the faculty opinion as well as his or her recommendation, stating his/her reasons for differing from the opinion of the faculty, and notify the faculty of his or her action.
10. To discharge any further administrative responsibilities delegated to the dean by the provost or the president.

B. Directors of Schools and Chairs of Departments

School directors and department chairs lead the academic unit faculty in the development of policies on such matters as academic requirements, courses of study, class schedules, graduate and research programs, and service functions. Directors and chairs implement the units' programs within the limits established by the *University of Kentucky's Governing Regulations, Administrative Regulations, University Senate Rules, Graduate Faculty Rules, and College of Design Rules*. Specific duties and responsibilities of school directors and department chairs include the following:

1. To preside at all meetings of an academic unit, except as the chair or director may delegate this function. The chair or director is an ex-officio member of all committees in a unit.
2. To make recommendations to the dean on appointments, promotions, re-appointments, terminal appointments, decisions not to reappoint, post-retirement appointments, and the granting of tenure for members of the academic unit. Procedures used in preparing recommendations shall be those established by the University, the college, and the unit's faculty. The procedures must include consultation with faculty members whose judgements are required in the *Matrix of Consultation and Written Judgements* in the University's *Administrative Regulations*.
3. To conduct periodic evaluation of the unit's members by procedures, criteria, and statements of evidence established by the university, the college, and the unit's faculty. The chairs and directors receive faculty performance reviews from each unit's Status of Faculty Committee prior to formulating the final evaluation recommendation. The final evaluation recommendation is then forwarded to the dean.
4. To submit the budget request to the dean after consultation with the faculty for the unit and to administer the budget after its approval. Chairs and directors are responsible for making recommendations to the dean on salaries, salary changes, and distribution of effort.
5. To seek the advice of members of the unit, individually or as a group, or of advisory committees that they may appoint in connection with the above major administrative function.
6. To represent the interests of the unit to college administration. If they believe it necessary to depart from the opinion of their unit's faculty, they shall communicate the unit's faculty opinion as well as their recommendation, stating reasons for differing from the faculty opinion, and notify the faculty of such action.

V. College of Design Student Council

A. Function

1. The College of Design Student Council (SC) represents the enrolled student body from all degree programs in the college.
2. Serving on the student council is a professional development and leadership opportunity.
3. Student council senators will collaborate with peers, engage with students, faculty, and staff on matters of importance, and develop and apply leadership skills across the College of Design.
4. To improve and enhance the quality of the academic, professional, social, and personal development experience of students in the college.
5. To advocate for the incorporation of student views and opinions in the formulation of policies and procedures that govern the College of Design.
6. To assist in constructing and coordinating dialogue and action on issues through effective communication between the student council and the student

body, AIAS, TSD, IDSA, SPA, faculty, staff, administration, and other groups as appropriate to the College of Design.

7. To promote, coordinate, and seek funding for subsidizing student-initiated academic, professional, social, and personal development activities and programs.
8. The chair of the student council will attend all College of Design faculty meetings and serve as a representative of the student council.

B. Membership

1. The student council shall be open to eligible students regardless of race, color, religion, gender, sexual orientation, national origin, disability status, and age or veteran status.
2. Membership shall be composed of ten students who will serve as senators.
3. Senators will be selected from the School of Architecture (2-undergraduate and 2-graduate students), School of Interiors (2-undergraduate and 2-graduate students), Department, Product Design (2-undergraduate), and Department of Historic Preservation (2-graduate students).
4. The Student Council will also include a representative from each of the College of Design Student Organizations (AIAS, TSD, IDSA, SPA). These representatives will serve in an advisory, non-voting capacity.
5. Only students with a grade point average of 2.0 or above can serve as senators. The Assistant Dean of Student Affairs, in coordination with unit level directors/chairs, will determine and resolve questions of eligibility.

C. Voting

1. Students from each academic program will self-nominate to be candidates to serve as senators from their program.
2. Students from each academic program will elect senators from those nominated from their program to represent them on the student council.
3. For each senator position, each student will cast one vote from the nominations.
4. The candidates with the most votes will be declared senators or in the event of a tie, a runoff will be held between the candidates until there is a winner.
5. The Associate Dean for Students will solicit nominations and conduct elections through an online tool before the first meeting in October.

D. Term Limits:

1. Student council members shall serve for one academic year but can be re-elected each year as long as a student meets eligibility standards.
2. Student council membership shall end upon graduation.

E. Meetings:

1. The student council shall meet in October immediately after the conclusion of elections for the purpose of electing a chairperson who will serve for one year, and to identify issues that may need to be addressed by the council.
2. At its October meeting, the council will elect a secretary to keep notes of minutes.
3. The student council will meet regularly, at least once each month from October through May, authorized holidays and vacation days excepted, on a day and time to be determined by the council as part of its business in its October meeting.
4. Student council agenda items will be posted at least one week prior to the meeting and the secretary will maintain and distribute meeting minutes.
5. Meetings of the student council shall be open to all students in the College of Design.

6. The chair of the student council, in collaboration with the Associate Dean for Students, shall announce meeting dates and times of the council to all students in the College of Design and invite them to attend.

F. Quorum for Meetings

A simple majority of the total voting membership of the student council shall constitute the quorum for the transaction of business.

G. Conduct of Business

1. Each senator shall have one vote, except that there shall be no voting by proxy.
2. The senators shall make decisions by a simple majority of open votes of all its voting members present.
3. Except as otherwise provided in these rules, the business of the student council shall be conducted in accordance with the latest edition of Robert's Rules of Order.

H. Amendments of the Rules of the College of Design Student Council

1. Amendments to the College of Design Student Council rules may be introduced for consideration and action as agenda items of a regular or special meeting of the council by one-quarter of the voting members of the council.
2. Amendments shall be circulated to all council members at least ten days before the meeting and shall require the approval of a two-thirds majority of the total voting membership of the council and acceptance by the Dean.

I. Ratification

The College of Design Student Council approved these Rules and Procedures of the College of Design Student Council on 11 April 2023.

VI. Amendments of the Rules of the Faculty of the College of Design

- A. Amendments to the Rules of the Faculty may be introduced for consideration and action as agenda items of a regular or special meeting of the faculty by one-quarter of the voting members of the faculty.
- B. They shall be circulated to all faculty members at least ten days before the meeting and shall require the approval of a two-thirds majority of the total voting membership of the faculty and acceptance by the provost.

VII. Ratification of the Rules and Procedures of the College of Design

- A. These rules of procedure have been created and approved by the faculty of this college, pursuant to the authority granted by the Administrative and Governing Regulations of the University of Kentucky.
- B. These rules do not become effective until and unless approved by the dean and provost as indicated on the cover page of these rules.
- C. The dean and provost must approve any modifications to these rules before the modifications take effect.
- D. These rules contain a total of 17 pages each of which are initialed and dated by the undersigned persons.
- E. A current hardcopy of the approved rules for this college is available in the provost's office and the office of the dean of the College. An electronic version is available on the University Senate website:
(https://www.uky.edu/universitysenate/sites/www.uky.edu.universitysenate/files/CoDR_ULES-Revised_2023.pdf) and on the College of Design website (design.uky.edu/).
- F. The Rules are official and have been approved by the signatures of the dean and provost (on record in 112 Pence Hall).

APPENDIX I: Amendments to Procedures and Rules of the College of Design

January 12, 2004:

1. Rules amended to create a library committee “of some sort.”
2. Rules amended to add language to include external members on the College Advisory Committee (see Part 1, section IV, item e., point i.)
3. Rules amended to change the membership of the College Status of Faculty Committee to the three chairs of the department status of faculty committees plus two at-large members selected by the College Nominating Committee and approved by the faculty. (see Part 1, section IV, item e., point ii.)

May 3, 2004:

1. Rules amended to adopt College Nominating Committee’s composition of the College Library Committee as one member from each program.

December 1, 2008

1. Rules amended by School of Architecture faculty to adopt change in school’s Status of Faculty Committee Membership’s required number of members from 6 to 5. (see Part 2, section V, item a., point ii.)

May 8, 2009

1. Rules amended by School of Architecture faculty to adopt the following changes in the school’s committee structure:
 - a. Admissions and Scholarship Committee
 - b. Curriculum and Advising Committee. (see Part 2, section V, items b. and c.)

August 22, 2011

1. Rules amended by the college faculty to adopt the job description for the administrative position of Associate Dean for Research. (see Part 1, section III, item c.)

September 26, 2011

1. Rules amended by School of Architecture faculty to adopt the job description for the administrative position of Associate Director for Student Affairs. (see Part 2, section III, item c.)

September 28, 2011

1. Rules amended by the college faculty to adopt the job description for the administrative position of Associate Dean for Administration. (see Part 1, section III, item d.)

November 18, 2013

1. Rules amended by the college faculty to adopt the consolidation of the functions of the College Advisory Council and the Committee on the Status of Faculty into one College Faculty Council. (see Part 1, section IV, item e, point i.)

May 3, 2023

1. Rules amended by the college faculty to sever the unit rules from the College rules. (See Index)
2. Rules amended by the college faculty to use same sequence (Faculty, Administrative Officers) used in Governing Regulations. (See Governing Regulations VII E, F).

3. Rules amended by the college faculty to update the Preamble by revising introductory sentence and adding product design to the third sentence. (See Section I. Preamble)
4. Rules amended by the college faculty to change the functions of the faculty to mirror the college faculty functions used in the University of Kentucky Governing Regulations. (See Governing Regulations VII.E.3.c) (See Section III.A.2)
5. Rules amended by the college faculty to change membership of the College faculty to mirror the definition of membership of faculties of colleges used in the University of Kentucky Governing Regulations. (See Governing Regulations VII.E.3.a.) (See Section III.B.1.a.b)
6. Rules amended by the college faculty to extend membership with voting privileges to regular full-time faculty having the rank of lecturer or senior lecturer. (See Section III.B.1.a)
7. Rules amended by the college faculty to define voting members as tenured, tenure track, lecturer, and senior lecturer faculty members. (See Section III.B.3.a)
8. Rules amended by the college faculty to state that voting privileges may be granted for an academic year to visiting, endowed, temporary, and adjunct faculty by a simple majority vote of the college faculty. (See Section III.B.3.b)
9. Rules amended by the college faculty to change the quorum for the transaction of business to be simple majority of the total voting membership of the faculty. (See Section III.D.4)
10. Rules amended by the college faculty to clarify the process regarding the appointment of a Parliamentarian. (See Section III.D.5.d)
11. Rules amended by the college faculty to define executive session meetings of the faculty to include lecturers, senior lecturers, tenure-track, and tenured faculty. (See Section III.D.5.e)
12. Rules amended by the college faculty to adopt the following statement to the function of the College Faculty Council: "Reviews with the dean procedures for performance evaluation of the faculty." (See Section III.E.1.a.3)
13. Rules amended by the college faculty to adopt the revised function of the College Faculty Council to include the formation of an Appointments, Promotion, and Tenure (APT) sub-committee (See Section III.E.1.a.5)
14. Rules amended by the college faculty to adopt the revised membership criteria for the College Faculty Council. (See Section III.E.1.b)
15. Rules amended by the college faculty to adopt the revised voting criteria for the College Faculty Council. (See Section III.E.1.c)
16. Rules amended by the college faculty to adopt the revised meeting criteria of the College Faculty Council. (III.E.1.d)
17. Rules amended by the college faculty to adopt the revised functions of the Curriculum Committee. (See Section III.E.2.a)

18. Rules amended by the college faculty to require that at least three of the five faculty members forming the Curriculum Committee be tenured, and that the chair be tenured. (Section III.E.2.b)
19. Rules amended by the college faculty to adopt a name change to the Committee on Exhibition, Publications, and Visiting Lectures. The new name to be the Lectures, Exhibitions and Publications Committee. (See Section III.E.3)
20. Rules amended by the college faculty to adopt the revised function and membership of the Lectures, Exhibitions and Publications Committee. (See Section III.E.3.a.b)
21. Rules amended by the college faculty to adopt a name change to the Scholarship Committee. The new name to be the Honors and Awards Committee. (See Section III.E.4)
22. Rules amended by the college faculty to adopt the revised function and membership of the Honors and Awards Committee. (See Section III.E.4.a.b)
23. Rules amended by the college faculty to adopt a new Media Committee. (See Section III.E.5)
24. Rules amended by the college faculty to adopt the revised function and membership of the Nominating Committee. (See Section III.E.6.a.b)
25. Rules amended by the college faculty to adopt revised rules of standing committees. (See Section III.E.7.d.e.f.g.h.i.j.k.l.m.n.o.p)
26. Rules amended by the college faculty to adopt clarifications to the role and duties of the dean of the college. (See Section IV.A)
27. Rules amended by the college faculty to remove information regarding the administrative positions of Associate Dean for Research, and Associate Dean for Administration, and to insert new information regarding the duties and responsibilities of the dean in reference to the appointments of faculty to the role of associate dean or other administrative title in support the mission of the College of Design, including in the areas of research; student affairs; diversity, equity, and inclusion; faculty advancement; and administration. (See Section IV.A.4)
28. Rules amended by the college faculty to adopt clarifications to the role and duties of the directors of schools and chairs of departments. (See Section IV.B)
29. Rules amended by the college faculty to include the Rules of the College of Design Student Council. (Section V)

Item B: UKY PSLO Assessment: School of Architecture – Reflection

School of Architecture / College of Design

PSLO REFLECTIONS

February 22, 2023

The School of Architecture had its National Architectural Accrediting Board (NAAB) accreditation review during the AY2021-22 with a virtual NAAB accreditation team visit in April 2022. We received the final report from NAAB during fall 2022. The school received an 8-year accreditation with three areas requiring improvement. As part of the report, we submitted to NAAB for accreditation review, we included our UKY PSLO assessment process and our initial findings.

For both our Bachelor of Arts in Architecture and Master of Architecture programs we use NAAB criteria as the PSLOs for our assessment.

Bachelor of Arts in Architecture

While overall the school met its defined benchmarks, the following reflections were made by the faculty based on our assessment.

- Adding a required eighth Design Studio course (ARC658 – proposed): Based on the overall assessment of student outcomes from ARC457 – Design Studio VII, the faculty feel that requiring an additional Design Studio would better prepare our students for the work force and for applications to graduate programs. This is currently being evaluated by the School's Curriculum Committee. The committee has already voted and approved the addition of an eighth studio, but they are currently considering options within the overall curriculum to accommodate the change without adding 6 credit hours to the 120 required (see below).
- Assessment of all Building Technology courses: The BA in Architecture currently has five courses that equal 15 credit hours that are focused on Building Technology (ARC231; ARC332; ARC333; ARC434; ARC435). The school's curriculum committee is reviewing the courses to determine what course content is most relevant to meet our PSLOs and what is most current with the profession. Additionally, digital software continues to develop as it relates to building technologies and analysis making some coursework potentially unnecessary. Lastly, the Curriculum Committee intends to determine whether there are opportunities to shift or combine content to restructure the required courses and even possibly eliminate 3 credit hours of Building Technology. The Director is forming an ad-hoc committee to review the courses alongside the Curriculum Committee. The School will include professional architects and engineers in this evaluation.
- Building Technology content integration into Design Studios: As part of the Building Technology course evaluation, the Curriculum Committee is also considering where building technologies can be integrated into the student projects that are being developed in the Design Studios. This is considered more advantageous for student learning. It educates students to directly apply

[see blue.](#)

what they are learning into a design process. This reflects how architecture is designed professionally. Two methods are being considered: a Building Technology course as a corequisite with a Design Studio; and adding Building Technology content and relevant PSLOs to a Design Studio course.

- Shifting ARC231 to the spring semester: Currently, ARC231 – Structural & Material Concepts is a corequisite of ARC253 – Design Studio III. The Curriculum Committee is evaluating whether ARC231 should be taught in the fourth semester and aligned with ARC254 – Design Studio IV. The consideration is based on students' level of learning and the ability to best apply their knowledge towards a complex architectural project.
- Eliminate PHY151 as a required course: The Curriculum Committee is considering if we need to require PHY151 as a prerequisite for ARC434 – Structural Design and Analysis I. The committee is evaluating whether relevant course content can be included in Building Technology courses, for example, ARC231 – Structural & Material Concepts.
- Introduce and integrate software into more courses: The school's faculty are considering where opportunities exist to integrate design software more fully into their design and technology courses. Students learn design software from day one in the program. However, what was identified by faculty was that often students did not continue to develop their digital skills throughout their undergraduate education and that many would not use multiple software when it was necessary. They used what they knew best or felt most comfortable with.

Master of Architecture

While overall the school met its defined benchmarks, the following reflections were made by the faculty based on our assessment.

- Introduce and integrate software into more courses: The school's faculty are considering where opportunities exist to integrate and require design software more fully into their design and technology courses (ARC658 – Design Studio VIII; ARC659 – Design Studio IX; ARC533 – Structural Design & Analysis; and ARC631 – Building Systems Integration).
- Shift ARC750 – Design Studio X/Integrated Studio and ARC631 – Building Systems Integration to the first or second semester of the graduate program: Currently ARC750 and ARC631 are taught together in the third semester of the Master of Architecture program. The School's Curriculum Committee is considering shifting this to the first or second semester of the graduate program. This would allow our students to develop their understanding of how a building is fully designed with all technologies included one or two semesters prior to their final year in the program. This would enable our students to fully utilize their knowledge and apply it to their final two design studio courses, one which is their Master's Project.
- Assessment of all Building Technology courses: The Master in Architecture currently has two courses that equal 6 credit hours that are focused on Building Technology (ARC533 and ARC631). The school's curriculum committee is reviewing the courses to determine what course content is most relevant to meet our PSLOs and what is most current with the profession. Additionally, digital software continues to develop as it relates to building technologies and

see blue.

analysis making some coursework potentially unnecessary. The Director is forming an ad-hoc committee to review the courses alongside the Curriculum Committee. The School will include professional architects and engineers in this evaluation.

see blue.

112 Pence Hall | Lexington, KY 40506 | P: 859-257-7617 | F: 859-323-1990 | www.uky.edu

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