

University of Calgary / Faculty of Environmental Design

Architectural Professional Practice 1

EVDA 661 H(3-0)

Winter 2019 Block Week

Marc Boutin (Course Manager)

Youness Yousefi (Teaching Assistant) E-mail: youness.yousefi@ucalgary.ca

Rm. PF-2160

Introduction

This course discusses the nature of professional practice for architects. It examines the roles of participants in the delivery of architectural projects, their responsibilities and the dynamic relationship among stakeholders. The course will examine the theoretical framework of the architect's role in society and how this is realized in the practical world of managing a practice and delivering architectural projects. Topics will include the structure of the profession, regulation and self-governance, ethics, project management, office administration, industry trends, liability exposure, project control cost analysis, cost control during design and construction, and modes of project delivery. As well, the course will examine the process towards licensure and the stage and role of internship in the architectural profession.

The nature of architectural practice is changing and evolving. And yet in this context of change, the architect remains the key overseer of the design, communication, documentation, and the delivery of architectural projects. To facilitate success in the conception of architecture and design excellence, the architect needs to possess key tools and methodologies in order to engage with and successfully advocate for a broad spectrum of stakeholders including Owners, User Groups, and Authorities-having Jurisdiction. This course is structured to provide students exposure to these key tools and methodologies.

Canadian Architectural Certification Board (CACB) Student Performance Criteria (SPC): The following CACB Student Performance Criteria will be covered in this course at a primary level:

Professional Practice:

E1. The Architectural Profession The student must have an understanding of the organization of the profession, the Architects Act(s) and its regulations, the role of regulatory bodies, the paths to licensure including internship, and the reciprocal rights and responsibilities of interns and employers.

E2. Ethical and Legal Responsibilities The student must have an understanding of the ethical issues involved in the formation of professional judgment; the architect's legal responsibility under the laws, codes, regulations, and contracts common to the practice of architecture; intellectual property rights; and the role of advocacy in relation to environmental, social, and cultural issues.

E3. Modes of Practice The student must have an understanding of the basic principles and types of practice organization, including financial management, business planning, entrepreneurship, marketing, negotiation, project management, and risk mitigation, as well as an understanding of trends that affect the practice.

E4. Professional Contracts The student must have an understanding of the various contracts common to the practice of architecture.

E5. Project Management The student must have an understanding of the relationships among key stakeholders in the design process; the methods for selecting consultants and assembling teams; building economics and cost control strategies; the development of work plans and project schedules; and project delivery methods.

Objectives

To understand the various tools and methodologies used during design, approval, documentation and construction phases of a project.

To understand the legal and legislative underpinnings of the profession.

To understand and appreciate the ethical, legal and technical standards of practice.

To understand the principles and procedures for the management of projects and the ability to apply cost control techniques.

To develop an awareness of the issues and challenges facing contemporary professional practice.

To explore the meaning and application of ethical conduct in professional and business affairs and its relationship to personal integrity and reputation.

To develop an awareness of the many roles and contexts in which architects operate.

To develop an appreciation for the key role of collaborative thinking and teamwork in the profession.

Teaching Approach and Schedule

The course will be structured around the introduction of topics and relevant issues through the students' engagement with practitioners in architecture, the allied professions of engineering, landscape architecture, clients, contractors, and authorities-having-jurisdiction. The engagement will be structured through discussions and the presentation of several case studies. After each morning presentation and discussion, students will complete related assignments demonstrating their understanding of the topics and issues raised that day.

The assignments will be founded on the Comprehensive Design Project completed in the M1 year, and students will work in pairs to complete the assignments.

1. January 2 Forum 1: **Modes of Practice**
Assignment 1: Develop an Architectural Firm Model and its Key Characteristics
2. January 3 Forum 2: **Architectural Project Management**
Assignment 2: Develop a Proposal for Professional Services for your Comprehensive Studio Project
3. January 4 Forum 3: **Ethical and Legal Responsibilities, and Professional Contracts**
Assignment 3: Develop a Contract for Professional Services for your Comprehensive Studio Project
4. January 7 Forum 4: **Architectural Profession, Architect's Act, Path to Licensure and Internship**
5. January 8 Student Presentations of Assignments 1-3

Means of Evaluation

The course evaluation will be based on the assignments completed during the course, which includes written assignments, presentation of work and facilitating discussions. There will be no final examination.

Assignment 1 30%

Assignment 2 30%

Assignment 2 30%

Student Participation in Class Discussions 10%

Total 100%

Note: A passing grade in all assignments is required in order to pass the course as a whole.

Policy for Late Assignments

Assignments submitted after the deadline will be penalized with the loss of a grade (e.g.: A- to B+). For late submission after one week but not more than 2 weeks late, the loss will be two grades, e.g.: A- to B. Assignments will not be accepted after 3 weeks.

Grading Scale

Grade	Grade Point Value	4-Point Range	Percent	Description
A+	4.00	4.00	95-100	Outstanding - evaluated by instructor
A	4.00	3.85-4.00	90-94.99	Excellent - superior performance showing comprehensive understanding of the subject matter
A-	3.70	3.50-3.84	85-89.99	Very good performance
B+	3.30	3.15-3.49	80-84.99	Good performance
B	3.00	2.85-3.14	75-79.99	Satisfactory performance
B-	2.70	2.50-2.84	70-74.99	Minimum pass for students in the Faculty of Graduate Studies
C+	2.30	2.15-2.49	65-69.99	All final grades below B- are indicative of failure at the graduate level and cannot be counted toward Faculty of Graduate Studies course requirements.
C	2.00	1.85-2.14	60-64.99	
C-	1.70	1.50-1.84	55-59.99	
D+	1.30	1.15-1.49	50-54.99	
D	1.00	0.50-1.14	45-49.99	
F	0.00	0-0.49	0-44.99	

Notes: - A student who receives a "C+" or lower in any one course will be required to withdraw regardless of their grade point average (GPA) unless the program recommends otherwise. If the program permits the student to retake a failed course, the second grade will replace the initial grade in the calculation of the GPA, and both grades will appear on the transcript.

Course Reference Reading

Canadian Handbook of Practice for Architects, Royal Architectural Institute of Canada, 2nd Edition, Ottawa 2009

Suggested Additional Reference Readings

Lowell V. Getz, An Architect's Guide to Financial Management, The American Institute of Architects Press, Washington, D.C., 1997.

Lewis, R. Architects? A Candid Guide to the Profession. The MIT Press, Cambridge, Mass.

Andy Pressman AIA, Professional Practice 101 A Compendium of Business and Management Strategies in Architecture, John Wiley and Sons Inc.

Fisk, E., Construction Project Administration. Prentice-Hall Canada Inc.

RS Means Building Construction Data, RS Means Company Inc. Kingston, MA

The Architects' Handbook of Professional Practice, American Institute of Architects, Washington DC

American Institute of Architects, Handbook on Project Delivery, Washington DC

Darryl Douglas The Architect's Act, Regulations, & Bylaws, The Alberta Association of Architects, Edmonton 2003

Ralph L. Klein, The Secret of Successful Project Management, Wiley & Sons, Inc.

Notes:

1. Written work, term assignments and other course related work may only be submitted by e-mail if prior permission to do so has been obtained from the course instructor. Submissions must come from an official University of Calgary (ucalgary) email account.

2. Academic Accommodations. Students who require an accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a protected ground other than disability, should communicate this need, preferably in writing, to their Instructor or the designated contact person in EVDS, Jennifer Taillefer (jtaillef@ucalgary.ca). Students who require an accommodation unrelated to their coursework or the requirements for a graduate degree, based on a protected ground other than disability, should communicate this need, preferably in writing, to the Vice-Provost (Student Experience). For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/

3. Plagiarism - Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when:(a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test),(b) parts of the work are taken from another source without reference to the original author,(c) the whole work (e.g., an essay) is copied from another source, and/or,(d) a student submits or presents work in one course which has also been submitted in another course(although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved. While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted. Plagiarism is an extremely serious academic offence. It is recognized that clause (d) does not prevent a graduate student incorporating work previously done by him or her in a thesis. Any suspicion of plagiarism will be reported to the Dean, and dealt with as per the regulations in the University of Calgary Graduate Calendar.

4. Information regarding the Freedom of Information and Protection of Privacy Act (<http://www.ucalgary.ca/secretariat/privacy>) and how this impacts the receipt and delivery of course material

5. Emergency Evacuation/Assembly Points (<http://www.ucalgary.ca/emergencyplan/assemblypoints>)

6. Safewalk information (<http://www.ucalgary.ca/security/safewalk>)

7. Contact Info for: Student Union (<https://www.su.ucalgary.ca/contact/>); Graduate Student representative(<http://www.ucalgary.ca/gsa/>) and Student Ombudsman's Office (<http://www.ucalgary.ca/ombuds/>).