

URP 4905: Site Design & Urban Retrofit

Section #: O1G5

Instructor: Ferdinand Lewis, PhD

352-392-6098 x471

EMAIL: Email the instructor through the Sakai site, in the “Mail” section.

OFFICE HOURS: Dr. Lewis will hold office hours on Wednesdays 12-2 pm.

If you are unable to meet during office hours, please contact the professor for an appointment.

LOCATION: Rinker 225

DATE/TIME: Monday Period 7
Wednesday Period 7-8

Required Text: *Retrofitting Suburbia*, 2009 Dunham-Jones & Williamson

Course description and objectives

This course is prepared for students in the DCP Bachelor of Arts in Sustainability and the Built Environment, though students from other programs may enroll. The course is oriented for students who are new to site analysis and planning. A set of tools will be presented that introduce students to site analysis and planning, with a particular focus on retrofitting existing urban and suburban spaces. Discussion, readings, in-class exercises and homework assignments introduce the history of the subject, and various concerns and methods.

Students will be expected to:

- Read assigned materials before coming to class
- Complete assignments by the scheduled deadline
- Attend class
- Participate in off-campus site visits
- Be prepared to participate in class discussion and group activities
- List references and credits for all materials used in research and assignments according to APA format
- learn to use the University’s Sakai site for the class
- abide by University of Florida's rules and regulations regarding cheating and plagiarism, including the Student Honor Code.

You are required to verbally participate in discussion topics during class, with the instructor and also with fellow students. In addition, out-of-class research exercises may require you to travel off-campus, outside of classtime. For these assignments you must provide your own transportation.

Writing is an important part of the work in this course. Many exercises require writing briefs, memos, and reports. Grading will include grammar, punctuation, and citations in APA style.

Materials Trace paper, pens, pencils, and a blank sketchbook.

ADDITIONAL READINGS: Additional readings will be assigned in class, and posted on Sakai. Students are responsible for checking the Sakai site daily for updates.

Performance Evaluation & Grading

Assuming that all course requirements are fulfilled, the weighting of each component of performance shall be as follows:

Assignment #1	10%
Assignment #2	10%
Assignment #3	15%
Quizzes & Assignments	25%
Participation	20%
Final project	20%

In instances of documented medical emergency, the instructor may choose to re-assign the weight of a quiz or exam.

Grades for each student will be assessed with:

- Assignments
- Quizzes
- Various in-class and homework exercises and presentations
- Peer evaluation
- Class participation

Style

Some written assignments will require you to write reports of various sorts. The grading rubric for these reports is as follows:

- (20%) Follows instructions
- (20%) Shows evidence of a considered understanding of the problem
- (20%) Shows thoughtful application of any tools or strategies provided
- (20%) Recommendations show due consideration of the situation, are realistic within the frameworks described
- (20%) Is written in professional and appropriate form and voice

Turning in Homework & In-class assignments

Homework will be assigned during class and on Sakai. You are responsible for checking Sakai for homework assignments. Assignments will always be announced in class.

Homework is due at the start of class on the date it is due. Late assignments are not accepted.

In-class assignments may be given. In some cases these must be completed within the classtime, at a time specified by the instructor. Other such assignments will continue beyond classtime into homework, and in such cases will be due by the time and date specified by the instructor.

PDF's

Some assignments will be take-home, and must be submitted through the Sakai site. In these cases, you must make a pdf of your assignment, and upload it through the Sakai assignment link. Title the assignment by the Assignment number and your last name (e.g., "3_Smith.pdf"). Students are responsible for knowing how to create a pdf, and late assignments will not be accepted. The online component of this course is a very important component. *It is your responsibility to make certain that you have the hardware, software, and skills to use Sakai, to make pdf's and to operate in an online environment.*

Posting Group Work to Sakai

If you are asked to post group work to Sakai, please save the document as a pdf and title it by the last names of all the group members, for example:

Smith_Jones_Doe.pdf

Upload the document to the assignment link in Sakai.

All group members must upload the assignment.

Attendance

Participation in discussion is mandatory, and some quizzes will only be given during class time, and cannot be made up later. Outside assignments will often be based upon lectures and discussions during class. Thus, good attendance is necessary to achieve a good grade.

Participation

All students are expected to actively participate in discussions. You should bring your textbook and journal to each class. Please take notes. When you are assigned to a group discussion, you are expected to contribute. You should come to class on time; submit your work on time; prepare the readings and assignments for each week; participate in class and be an active listener. Being an active listener requires you to listen, respond, ask questions, and make comments.

ASSIGNMENTS ARE DUE NO LATER THAN THE BEGINNING OF CLASS. If assignments are to be submitted online via Sakai, they should be submitted prior to the beginning of class on the day that it is due.

Unless otherwise instructed, you should prepare all written assignments as follows:

- Use Times New Roman or Arial font, in twelve point.
- Double space using 1” margins, and number your pages, unless directed otherwise.
- Don’t worry about using a title page – just put your name, assignment title, and date on the first page.
- Proofread and spell check before submitting the assignment. Part of your grade is the use of appropriate grammar, punctuation, and accurate spelling.
- *If the assignment is to be uploaded to Sakai, convert it to a pdf prior to uploading. You are responsible for knowing how to convert documents to pdf form.*

University of Florida Grade Policy:

percentage or points earned in class	93%-100%	90%-92%	87%-89%	83%-86%	80%-82%	77%-79%	73%-76%	70%-72%	67%-69%	63%-66%	60%-62%	Below 60%
Letter grade equivalent	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F

Letter Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E	WF	I	NG	S-U
Grade Points	4.0	3.67	3.33	3.0	2.67	2.33	2.0	1.67	1.33	1.0	0.67	0.0	0.0	0.0	0.0	0.0

For greater detail, see the Registrar’s Grade Policy regulations at <http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html>

Accommodation for Students with Disabilities

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation and assistance with providing reasonable accommodation.

Student Honor Code and Academic Honesty

Students MUST follow the University's policy regarding cheating and the use of copyrighted materials. Please visit [<http://www.dso.ufl.edu/judicial/procedures/academicguide.html>] for specific definitions of cheating, plagiarism and other violations. Cheating and plagiarism will not be tolerated.

Updates to the Syllabus

The syllabus is always subject to change. However, if changes are made, they will be announced in class, and the newest version of the syllabus will be available on Sakai.

COURSE SCHEDULE

Session 1 Mon Jan 7	Course introduction
Session 2 Wed Jan 9	Discussion, assignments.
Session 3 Mon 1/14	Lecture, discussion.
Session 4 Wed 1/16	Discussion, assignments.
Session 5 Mon 1/21	Holiday
Session 6 Wed 1/23	Discussion, assignments.
Session 7 Mon 1/28	Lecture, discussion.
Session 8 Wed 1/30	Discussion, assignments.
Session 9 Mon 2/4	Lecture, discussion
Session 10 Wed 2/6	No class
Session 11 2/11	Lecture, discussion
Session 12 2/13	Discussion, assignments.
Session 13 Mon 2/18	Lecture, discussion
Session 14 Wed 2/20	Discussion, assignments
Session 15 Mon 2/25	Lecture, discussion
Wed 2/27	Discussion, assignments

Session 16 Mon 3/4	Lecture, discussion
Session 17 Wed 3/6	Discussion, assignments.
Session 18 Mon 2/11	Lecture, discussion
Session 19 Wed 2/13	Discussion, assignments.
Session 20 Mon 3/18	Lecture, discussion
Session 21 Wed 3/20	Discussion, assignments.
Session 22 Mon 3/25	Lecture, discussion
Session 23 Wed 3/27	Discussion, assignments.
Session 24 Mon 4/1	Lecture, discussion
Session 25 Wed 4/3	Discussion, assignments.
Session 26 Mon 4/8	Final presentations
Wed 4/10	Final presentations
Session 27 Mon 4/15	Final presentations
Session 28 Wed 4/18	Final presentations
Session 29 Mon 4/22	Final presentations
Session 30 Wed 4/24	Final presentations
Final Paper Due	There is no final exam given during finals week. Upload final paper to Sakai by Tuesday, Dec 13th at 1230 pm.