

Application for substantive changes to the existing Master of Architecture program at the University of Hartford

Application Date: March 5, 2019

Application Contact: Seth H. Holmes, AIA, LEED AP
Graduate Program Director, Department of Architecture
College of Engineering, Technology, and Architecture
University of Hartford, West Hartford, CT

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UNIVERSITY OF HARTFORD

OFFICE OF THE PROVOST

H. Frederick Sweitzer
Provost
University of Hartford
200 Bloomfield Avenue
West Hartford, CT 06117
p: 860-768-4504
em: sweitzer@hartford.edu

Ellen S. Cathey, AIA
Associate Director
National Architectural Accrediting Board
1101 Connecticut Ave, NW, Suite 410
Washington, DC 20036

RE: Application for Substantive Change – University of Hartford

March 5, 2019

Associate Director Cathey,

This letter represents a request by the University of Hartford (UHart) to modify its existing Master of Architecture program per NAAB requirements stated in the “NAAB Procedures of Accreditation, Section 6, Substantive Changes Requiring Review by the NAAB.” The M.Arch program at UHart currently has two tracks: Track 1 (48 credit) and Track 2 (64-credits). Track 1 admits qualified students who have graduated from the UHart preprofessional architecture program who already took 16 credits of prerequisite graduate architecture courses. Track 2 admits qualified students who have a degree from any preprofessional architecture program. The University would like to add a third track (113 credits) to this program to provide an opportunity for students who have a bachelors degree in programs other than architecture or not qualified as a preprofessional architecture degree.

This 113-credit M.Arch Track 3 will utilize the same Student Performance Criteria matrix as Track 1 and Track 2, and required the same 64 credits of required graduate courses; however track 3 will also have 50 credits of required prerequisite courses to provide the content from the UHart preprofessional bachelors program. The M.Arch Track 3 will be a 7-semester program that utilizes existing course sequencing. Track 3 students will take prerequisite preprofessional classes with UHart undergrads, and take the 64-credits of required graduate courses as a cohort with the Track 1 students. The university requests this change to help boost recruitment and stay competitive with the majority of regional architecture schools offering similar M.Arch tracks for students without a preprofessional degree.

As the Provost, I am the chief academic officer at the University of Hartford and recently granted final approval to the M.Arch program change to add the 113-credit Track 3. My final approval followed an extensive internal process that included approvals from the department, college, faculty senate, and university deans. Regarding state and regional approvals, the state of Connecticut provided UHart (and other large universities in the state) with an exemption for creating and modifying academic programs; the university simply provides documentation to the state describing the change. Our regional accreditor, the New England Commission for Higher Education (NECHE) would require notification only, and only if, this were a major change as defined by them, which it is not.

Please review all the enclosed documents detailing the M.Arch program change and the necessary approvals.

Thank you for reviewing our application and please feel free to contact us with any questions. Please send all inquiries regarding this change to Seth Holmes, the Architecture Graduate Program Director (sholmes@hartford.edu).

Sincerely,



H. Frederick Sweitzer
Provost, University of Hartford

Summary

Per “Section 6. Substantive Changes Requiring Review by the NAAB” in the 2015 NAAB Procedures for Accreditation, the University of Hartford (UHart) Department of Architecture hereby submits an application for substantive changes in regards to its existing NAAB-Accredited first-professional Master of Architecture Degree (M.Arch).

The current M.Arch degree program at UHart has two degree “tracks” available to students. Track 1 is a 48-credit (12 month, 3-semester) track that accepts qualified students who have completed the UHart pre-professional architecture degree including 4 pre-requisite graduate architecture courses; this track was approved by the NAAB in July 2018. Track 2 is a 64-credit (2-year/4-semester) track that accepts qualified students who hold pre-professional architecture degrees from any qualified institution. The UHart Department of Architecture also offers a Bachelor of Science in Architectural Design + Technology (ADT) that qualifies as a Pre-Professional architecture degree (this program was previously named Architectural Engineering Technology, or AET). Currently, the UHart Department of Architecture does not have an M.Arch track available for students without a pre-professional architecture degree or equivalent education. The Department of Architecture recognizes that other regional M.Arch programs offer 3+ year tracks for students who hold bachelor’s degrees in disciplines other than architecture. For instance, when comparing UHart to all other schools with M.Arch programs in New England and the Mid-Atlantic (32 schools), UHart is only one of two schools without an M.Arch track designed for students without pre-professional degrees. With this marketplace for recruiting in mind, the UHart Department of Architecture would like to create a separate track within the M.Arch program for aspiring graduate students who do not have pre-professional architecture degrees. This M.Arch track will be a 113-credit (36-month / 7-semester) option known as “Track 3”, named in relation to the other two existing M.Arch tracks.

The proposed Track 3 (113-credit) M.Arch will require the same 64 credits of required courses and utilize the same student performance criteria matrix used by the existing M.Arch Track 1 and Track 2 programs (page 3). However, Track 3 will require accepted students to take 49 credits of architecture specific prerequisite courses equal to most of the architecture courses in the UHart ADT pre-professional degree program. These pre-requisite courses include design studios, architectural history structural design, environmental controls, materials and methods, construction documentation, and computer applications. Accepted students may receive advanced placement and “opt-out” of any of the prerequisite courses if they have equivalent credit from their undergraduate degree (i.e. a student with a civil engineering degree would likely have taken structures already). Please review Table 1 (Page 4) for a visual explanation of the course sequencing for Tracks 1, 2, & 3.

This program change received approval at all levels of administration at the University of Hartford (Department, College, Faculty Senate, Council of Deans and, Provost). Furthermore, as the attached documents illustrate, approvals are in place from the Connecticut Office of Higher Education and the university’s regional accrediting agency (NEASC). Finally, during the 2018 NAAB approval process for the UHart M.Arch Track 1, Ellen Cathey was informed of the Department’s interest in pursuing the Track 3 option and she gave the graduate program director (Seth Holmes) direction to proceed with creating this Substantive Change Form for the Track 3 in a letter dated February 12, 2018 (see pg 18).

	NAAB Student Performance Criteria	Professional Communications Skills	Design Thinking Skills	Investigative Skills	Architecture Design Skills	Ordering Systems	Use of Precedents	History and Global Culture	Cultural Diversity and Social Equity	Pre-Design	Site Design	Codes and Regulations	Technical Documentation	Structural Systems	Environmental Systems	Building Envelope Systems and Assemblies	Building Materials and Assemblies	Building Service Systems	Financial Considerations	Research	Integrated Evaluations and Decision Making Design Process	Integrative Design	Stakeholder Roles in Architecture	Project Management	Business Practices	Legal Responsibilities	Professional Conduct
		Ab	Ab	Ab	Ab	Ab	Un	Un	Ab	Ab	Ab	Ab	Ab	Ab	Un	Un	Un	Un	Un	Ab	Ab	Un	Un	Un	Un	Un	Un
		A1	A2	A3	A4	A5	A6	A7	A8	B1	B2	B3	B4	B5	B6	B7	B8	B9	B10	C1	C2	C3	D1	D2	D3	D4	D5
Preprofessional Undergraduate architecture courses and Track 3 prerequisite Architecture Courses		REALM A								REALM B								REALM C			REALM D						
AET 110	Introduction to Architectural Graphics	○																									
AET 123	Architectural Design I	○			○	○	○																				
AET 155 _c	Ancient through Renaissance Architecture	○						●	○														○				
AET 156 _c	19th & 20th Century Architecture	○						●	○														○				
AET 232 _c	Materials & Methods of Construction and Documentation	○								○		○	○			○	○	○					○			○	
AET 233	Architectural Design II	○			○	○			○		○	○											○				
AET 241 _c	Environmental Systems for Architecture	○								○		○											○				
AET 242 _c	Construction Documents	○										○	○			○	○						○			○	
AET 244	Architectural Design III	○	○	○	○	○	○	○		○	○									○			○				
AET 352	Architectural Design IV	○	○			○	○	○			○																
AET 355 _c	Engineering Mechanics & Strengths of Materials													●			●										
AET 358 _c	Architectural Computer Modeling and Rendering	○										○															
AET 371	Architectural Design V	○	○	○		○	○	○		○	○	○	○	○	○	○	○	○		○		○					
AET 474 _c	Design of Wood and Steel Structures													●			●						○				
AET 484 _c	Design of Reinforced Concrete Structures													○			○										
ARC 500 _c	Architectural Graphic Bootcamp	○																									
ARC 501 _c	Architecture Foundation Studio 1	○			○	○	○	○		○	○	○											○				
ARC 502 _c	Architecture Foundation Studio 2	○	○	○	○	○	○	○		○	○	○								○			○				
ARC 503 _c	Architecture Foundation Studio 3	○	○	○		○	○	○		○	○	○	○	○	○	○	○	○		○		○					
Required Graduate Architecture Courses - M.Arch Tracks 1, 2, & 3																											
ARC 511 _A	Architectural Studio I	○	○		●	●	○	○	●	●		●				○	●						○				
ARC 512	Advanced Site Planning							○		○	●	○	○														
ARC 513 _A	Advanced Building Systems							○		○		○	●	●	○	○	●	●									
ARC 515 _{A,B}	Advanced Urban Issues	○	●	○				○	○	○					●	●	○	●	●				○				
ARC 521	Architectural Studio II	●	○				○	○	●		○									○							
ARC 522	Advanced Building Economics			○														●					●	●		●	
ARC 523	Advanced Structures													●			○										
ARC 611	Architectural Studio III			○			●	●		○	○				○	○	○	●			●	●	○				
ARC 612	Advanced Design Theory	○	○	●			○	○																			
ARC 613	Thesis Research	○	○	●			●			●										●							
ARC 621	Master's Thesis	●	●		●	●	○				●	●	●	●	●					●	●	●					
ARC 623	Advanced Professional Practice										●	●	●	●	●					●	●	●	●	●	●	●	

Legend: REALM A: CRITICAL THINKING AND REPRESENTATION
 REALM B: BUILDING PRACTICES, TECHNICAL SKILLS, AND KNOWLEDGE
 REALM C: INTEGRATED ARCHITECTURAL SOLUTIONS
 REALM D: PROFESSIONAL PRACTICE

Ab: Ability
 Un: Understanding
 ● Student Performance Criteria Addressed - Primary courses
 ○ Student Performance Criteria Addressed - Secondary courses

A = Track 1 students take these graduate courses during their senior year in the University of Hartford pre-professional architecture BS degree program.
 B = Course was previously numbered ARC 622 prior to Fall 2018.
 C = Required prerequisite course for Track 3.

M.Arch Course Sequence: Tracks 1, 2, & 3

Start →

	SUMMER	FALL	SPRING	SUMMER	FALL	SPRING	SUMMER	FALL	SPRING
Track 1		JR yr UHart PreProf	JR yr UHart PreProf		SR yr UHart PreProf	511 Studio 1	521 Studio 2	611 Studio 3	621 Thesis
	n/a	JR yr UHart PreProf	JR yr UHart PreProf	n/a	513 Adv Bldg Sys	SR yr UHart PreProf	523 Adv Structures	512 Adv Site Plan	522 Adv Build Econ
		JR yr UHart PreProf	JR yr UHart PreProf		515 Urban Issues	SR yr UHart PreProf	612 Adv Theory	613 Thesis Res	623 Adv Pro Prac
		JR yr UHart PreProf	JR yr UHart PreProf		SR yr UHart PreProf	Pro Elective	Pro Elective	Pro Elective	Pro Elective
Track 2					511 Studio 1	521 Studio 2		611 Studio 3	621 Thesis
	n/a	n/a	n/a	n/a	513 Adv Bldg Sys	523 Adv Structures	n/a	512 Adv Site Plan	522 Adv Build Econ
					515 Urban Issues	612 Adv Theory		613 Thesis Res	623 Adv Pro Prac
					Pro Elective	Pro Elective		Pro Elective	Pro Elective
Track 3	500 Arch graph boot	501 Found Studio 1	502 Found Studio 2		503 Found Studio 3	511 Studio 1	521 Studio 2	611 Studio 3	621 Thesis
		155 Arch History 1	156 Arch History 2	n/a	513 Adv Bldg Sys	242 Con Docs	523 Adv Structures	512 Adv Site Plan	522 Adv Build Econ
		232 Mtrls+Methods	241 Bldg Systems		515 Urban Issues	484 Reinf. Conc.	612 Adv Theory	613 Thesis Res	623 Adv Pro Prac
		355 Mech+Strength	358 Comp Model		474 Wood + Steel	Pro Elective	Pro Elective	Pro Elective	Pro Elective

COLOR KEY	Track 3 Prerequisite Semesters (49 credits)	Grad Semester 1 (16 credits)	Grad Semester 2 (16 credits)	Grad Semester 3 (17 credits)	Grad Semester 4 (15 credits)
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EXHIBIT A: M.Arch Track 3 - Course Sequencing and notes

March 5, 2019

	Semester	Sequence	Course Code	CR	Course	Current offering	Advance. Place out	Notes
Year 1	0-Summer	T3 Prereq	ARC 500	0	Graphics Bootcamp (hand + digital)	NEW	Yes	2-week, 0-credit preliminary course
				0				
	1-Fall	T3 Prereq	ARC 501	5	Architecture Foundation Studio 1	NEW	Yes	(Option: Cross Reg w/ AET 233SIT+1cr seminar)
	1-Fall	T3 Prereq/UHart PP	AET 155	4	Ancient thru Renaissance Architecture	Fall	Yes	
	1-Fall	T3 Prereq/UHart PP	AET 355	4	Mechanics & Strength of Materials	Fall	Yes	
	1-Fall	T3 Prereq/UHart PP	AET 232	4	Materials & Methods of Construction	Fall	Yes	
				17				
	2-Spring	T3 Prereq	ARC 502	5	Architecture Foundation Studio 2	NEW	Yes	(Option: Cross Reg w/ AET 244SIT+1cr seminar)
	2-Spring	T3 Prereq/UHart PP	AET 156	4	Architecture since the Renaissance	Spring	Yes	
	2-Spring	T3 Prereq/UHart PP	AET 241	4	Building Systems for Architectural Design	Spring	Yes	
2-Spring	T3 Prereq/UHart PP	AET 358	3	Arch. Computer Modeling & Rendering	Fall	No	would need new spring section	
			16					
Year 2	3-Fall	T3 Prereq	ARC 503	5	Architecture Foundation Studio 3	NEW	No	(Option: Cross Reg w/ AET 352SIT+1cr seminar)
	3-Fall	M.Arch T1/2/3	ARC 515	4	Advanced Urban Issues	Fall	No	
	3-Fall	T3 Prereq/UHart PP	AET 474	4	Design of Wood + Steel Structures	Fall	Yes	
	3-Fall	M.Arch T1/2/3	ARC 513	3	Advanced Building Systems	Fall	No	
				16				
	4-Spring	M.Arch T1/2/3	ARC 511	6	Architectural Studio 1	Fall/Spring	No	
	4-Spring	T3 Prereq/UHart PP	AET 484	3	Design of Reinforced Concrete Structures	Spring	Yes	
	4-Spring	T3 Prereq/UHart PP	AET 242	4	Construction Documentation	Spring	Yes	
	4-Spring	M.Arch T1/2/3	500+ elective	3	* Professional Elective	Any term	No	
				16				
Year 3	5-summer	M.Arch T1/2/3	ARC 521	6	Architectural Studio 2	Spring	No	
	5-summer	M.Arch T1/2/3	ARC 612	4	Advanced Architectural Theory	Spring	No	
	5-summer	M.Arch T1/2/3	ARC 523	3	Advanced Structures	Spring	No	
	5-summer	M.Arch T1/2/3	500+ elective	3	* Professional Elective	Any term	No	
				16				
	6-Fall	M.Arch T1/2/3	ARC 611	6	Architectural Studio 3	Fall	No	
	6-Fall	M.Arch T1/2/3	ARC 613	4	Thesis Research	Fall	No	
	6-Fall	M.Arch T1/2/3	ARC 512	4	Advanced Site Planning	Fall	No	
	6-Fall	M.Arch T1/2/3	500+ elective	3	* Professional Elective	Any term	No	
				17				
7-Spring	M.Arch T1/2/3	ARC 621	6	Thesis	Spring	No		
7-Spring	M.Arch T1/2/3	ARC 522	3	Building Economics	Spring	No		
7-Spring	M.Arch T1/2/3	ARC ARC 623	3	Advanced Professional Practice	Spring	No		
7-Spring	M.Arch T1/2/3	500+ elective	3	* Professional Elective	Any term	No		
			15					
				113	Total M.Arch Track 3 Sequence w/ prerequisite courses			

Note: Incoming students would be required to have already taken physics 1&2 and calculus 1&2 prior to matriculation into the 3.5-yr program

Key

- New Course
- Existing course typically offered during a different semester

Implementation Plan

Per section 6 of the procedures for accreditation: *This plan must identify a course of action for implementation of the substantive change within not more than two academic years after receiving approval from the NAAB. The plan must include the following:*

- a. *Securing resources not already available to the program (e.g., faculty, space, financial support), if necessary.*

The proposed Track 3 (113-credit) M.Arch will predominately utilize existing course offerings and associated faculty and classrooms from both the existing M.Arch and BS ADT programs. The only new courses offered will be the “foundation studio” (ARC 501, 502, and 503) and the 2-week Graphics Bootcamp course held in late August prior to the start of the fall term. The anticipated enrollment of 10 additional students for the Track 3 program will provide adequate funds to offset the additional teaching load costs associated with these courses. Furthermore, if enrollments are low, the courses may be cross registered with undergraduate studios allowing for one faculty member to teach both sections, while providing some additional contact hours for the graduate students at a lower per-credit teaching load cost. The summer semester course offerings are also being utilized by the M.Arch Track 1 students, so the addition of the Track 3 students to those teaching periods are welcome to help maintain strong student enrollment over the summer. Summer courses are common at UHart and summer tuition payments by students will cover additional expenses required for faculty, space, equipment, etc. The Department Faculty (including those who will teach required courses offered over the summer) have agreed to the proposed additional offering and will be available to teach summer course offerings.

The existing M.Arch Tracks 1 and 2 are unchanged and therefore need no new resources.

- b. *Developing and implementing new courses and/or curricular sequences, if necessary.*

The proposed Track 3 (113-credit) M.Arch utilizes the same 64-credits of graduate courses required by the M.Arch Track 1, and will also use the same course sequencing as the M.Arch Track 1. However, the proposed Track 3 also requires 49 credits (13 courses) of prerequisite coursework prior to, or in conjunction with, the 64-credit graduate course sequence associated with the M.Arch Track 1. The majority of the prerequisite courses are existing courses from UHart’s Bachelor of Science in Architectural Design + Technology (ADT) program. The prerequisite courses include one (1) new introductory graphics course, three (3) new graduate “foundation studios”, and nine (9) existing undergraduate architecture courses. The prerequisite courses include the following courses; all courses are existing unless otherwise noted:

(See next page)

Prerequisite Courses required in the M.Arch Track 3

- ARC 500 Architectural Graphics Bootcamp (0-credits, new course)
- ARC 501 Architecture Foundation Studio 1 (5-credits, new course)
- ARC 502 Architecture Foundation Studio 2 (5-credits, new course)
- ARC 503 Architecture Foundation Studio 3 (5-credits, new course)
- ADT 155 Ancient through Renaissance Architecture (4-credits)
- ADT 156 Architecture since the Renaissance (4-credits)
- ADT 232 Materials and Methods of Construction (4-credits)
- ADT 241 Building Systems for Architectural Design (4-credits)
- ADT 242 Construction Documents (4-credits)
- ADT 355 Mechanics and Strength of Materials (4-credits)
- ADT 358 Architectural Computer Modeling and Rendering (3-credits)
- ADT 474 Design of Wood and Steel Structures (4-credits)
- ADT 484 Design of Reinforced Concrete Structures (3-credits)

Except for ADT 358, the other 8 existing prerequisite courses listed will be offered in their normal semester sequence. The ADT 358 course is normally offered in the fall, but will require a spring offering to better meet the scheduling for the M.Arch Track 3 prerequisite courses. The Department faculty discussed the 358 course sequencing and believe that the undergraduate students may benefit from spring and fall offerings given their desire to study abroad or optimize elective options.

The “Track 3 (113-credit) M.Arch” is designed for students without a pre-professional degree in architecture. Therefore, the program is designed to take place in two parts: students receive 49 credits of pre-requisite courses as well as 64 credits required toward the existing M.Arch degree. During the first year (fall/spring) of the program, students will only take 33 credits of prerequisite studio and support courses. During year 2 (fall/spring), the students will take 16 credits of pre-requisite and 16 credits of required M.Arch courses. During year 3 (summer/fall/spring), students will take 48 credits of required M.Arch courses. Regarding sequencing, the Track 3 students will overlap identically with the sequence of courses taken by the M.Arch Track 1 students, including during the summer. Please review Table 1 (Page 4) of course offerings for Tracks 1,2, and 3 for a visual explanation of the course offering sequencing. Table 2 (Page 5) identifies in more detail the course sequencing associated with Track 3.

The existing M.Arch Track 1 (48-credit) and Track 2 (64-credit) are unchanged and therefore needs no new course offerings.

- c. *Proposed last academic year in which students will be admitted to the program in its current configuration.*

The program’s current configurations (48-credit Track 1 and 64-credit Track 2) will be maintained with no changes.

- d. *Plans for ensuring that students in the existing configuration are able to complete the program on time.*

Not applicable as the existing Tracks 1 and 2 will remain unchanged.

- e. *Proposed first academic year in which students may enroll in the new program configuration.*

The new "Track 3 (113-credit) M.Arch will begin enrolling students in the fall of 2019.

- f. *Proposed academic year in which the first cohort of students will complete the newly configured program.*

2021/2022 (Spring 2022).

- g. *A plan for communicating with current students, newly admitted students, faculty, staff, alumni and the state registration/licensing board if the program change is approved by the NAAB.*

NOTE: If approved, program changes may not be applied retroactively.

If the program change is approved by the NAAB, the department will produce numerous forms of communications material to be distributed to students, faculty, administration, and relevant agencies. The primary communication source will be the department web page which will have information regarding all three tracks as well as the sub-pages for both the BS and M.Arch degree programs. An all-department email will be sent to existing students at the undergraduate and graduate levels, faculty, and related administration and staff. A similar email will be sent to relevant State and regional accreditation agencies. Finally, the program brochures for both graduate and undergraduate programs will be revised to document the three M.Arch tracks and how they relate to the undergraduate program.

- h. *A timeline showing all key dates for the institutional change, including, but not limited to:*

State required approvals

1. The State of Connecticut requires approval for changes to existing programs. However, at this current time, the State has provided application exemptions to certain universities (including the University of Hartford). In lieu of a full application and approval procedure, exempt universities in Connecticut must simply complete a Program Change Form and submit it to the state.

Regional required approvals

2. The regional accreditor for the University is the New England Commission for Higher Education (NECHE) would require notification only if this change were a major change as defined by them, which it is not.

Effective dates (in chronological order)

Please note that the existing Tracks 1 and 2 are being maintained and therefore do not have an end date for enrolling and/or graduating students.

1. *First academic year for which students to be enrolled under the new Track 3 (113-credit) M.Arch configuration: **2019/2020 (Fall 2019).***
2. *First academic year in which students will graduate from the new Track 3 (113-credit) M.Arch configuration: **2021/2022 (Spring 2022).***

Additional Materials Required for Substantive Change Proposals.

i + iii. New or additional tracks for completing the NAAB-accredited degree program. Proposals for new or additional tracks for completing a NAAB accredited degree program must include all of the same materials as for a Professional Degrees and Curriculum Change. Professional Degree and Curriculum Change proposals must include the following:

1. *Description of the current degree program.*
 - a. *This should be similar to the program's response to Condition II.2.2 Professional Degrees and Curriculum in its most recent Architecture Program Report.*

The accredited professional degree program in the Department of Architecture at the University of Hartford is the Master of Architecture program. This degree program qualifies our Master of Architecture graduates to take a state professional ARE licensing examination after a required internship period.

The Department of Architecture at the University of Hartford established its undergraduate four year Bachelor of Science degree program in Architectural Engineering Technology in 1991. The creation of the two-year Master of Architecture degree program fits the "4+2" structure, with the first professional architecture degree awarded at the graduate level after attaining the pre-professional degree. The Master of Architecture degree program is intended to provide our graduates with the requisite educational background to enter the professional practice of architecture. The professional program balances theoretical, technical, and creative knowledge in the civic, social, and professional realms of architecture. Students are encouraged to round out their education with professional electives offered through the Hartford Art School, the College of Engineering, Technology, and Architecture, and the Barney School of Business.

The University of Hartford's undergraduate pre-professional architecture degree program is ETAC/ABET accredited. Recipients of the four-year pre-professional architectural degree may apply for admission directly into the Master of Architecture program. The graduate curriculum, which requires at least 64 credit hours for completion, is built upon the undergraduate pre-professional degree foundation.

Fundamental to the graduate curriculum is the architectural design studio sequence. Informing and enriching the studio experience for students in the Master of Architecture Program are courses in site planning, building systems, building economics, structures, architectural history and theory, professional practice, and urban planning. Great emphasis is placed on the student's ability to integrate and synthesize the information in these courses into appropriate architectural form in the design studio, which ideally engages the civic, social, and professional realms of architecture.

- b. *The matrix for Condition II.1 Student Performance Criteria, for the current degree program.*

(Current matrix on next page)

2. *Proposed new track for completing the NAAB-accredited degree program.*

a. *A description of the changes that will be made to the program while also ensuring it conforms to NAAB and institutional requirements:*

The creation of the 113-credit Track 3 option is a mechanism to allow prospective students who hold a bachelors degree in a field other than architecture to enroll in the Master of Architecture program. These students will take 49 credits of prerequisite courses as well as the same 64 credits of coursework required in the M.Arch Track 1 and Track 2 programs. All of the required undergraduate and graduate courses that are indicated in the Student Performance Criteria matrix are maintained and consistent between all three M.Arch tracks. The program modification has been approved at all required levels of department, college, and university administration. Additionally, the state of Connecticut and the New England Association of Schools and Colleges (regional accrediting authority) have provided approval for the change to the existing program.

i *A narrative that responds to the requirements of Condition II.2.2.*

Condition II.2.2 of the NAAB Conditions for Accreditation requires M.Arch students to have a minimum total of 168 credits between both their Bachelors and Masters degrees comprised of at least 30 credits of graduate study, 45 credits of general education courses (non-major, single institution), and 10 credits of electives. The remaining credits are typically professionally focused and credit quantity is at the discretion of the program. The following table indicates the total credits for each of these categories for UHart M.Arch Track 1, Track 2, and proposed Track 3.

See next page for complete Credit Distribution Comparison table.

Credit Distribution comparison (NAAB Minimum vs UHart programs)						
	Single Institution: UHart			Preprofessional Plus and Non-preprofessional plus		
	Minimum NAAB requirements	BS AET + M.Arch Track 1	BS AET + M.Arch Track 2	Minimum NAAB requirements	Other Pre-prof + UHart M.Arch Track 2	Non-preprof + UHart M.Arch Track 3
General Studies	45	46	46	Defined by baccalaureate required for admission	Defined by baccalaureate required for admission	Defined by baccalaureate required for admission
Optional Studies	10	16	26	10	12	12
Professional Studies	as defined by the program	125	121	as defined by the program	≥ 110	≥ 113
Undergraduate Credits	as defined by the program	119	133	as defined by the program	≥ 104	≥ 120
Graduate Credits	30	64	64	30	64	79
Total Credits	168	183	197	168	≥ 168	≥ 199

- ii *A new matrix for Student Performance Criteria for the accredited program under its new configuration.*

All three M.Arch tracks at the University of Hartford utilize the same Student Performance Criteria (SPC) matrix. The only difference between any of the tracks is when the students take the courses present in the SPC matrix. Students in Track 3 (113-credits) will take the same 64-credits worth of graduate coursework in the same sequence as the existing Track 1 students (7 in fall, 9 in spring, 16 in summer, 16 in fall, and 16 in spring). However, the Track 3 students will also take 49 credits worth of pre-requisite courses, including 4 courses that are listed as “primary SPC course” in the NAAB matrix. These 4 primary SPC courses include two architectural history courses and 2 structural design courses. All the SPC requirements present in the undergraduate portion of the SPC matrix are still accounted for in all three tracks. The SPC matrix table on page 3 shows the common SPC matrix used by all three M.Arch tracks.

- iii *Any prerequisites.* As previously indicated, the M.Arch Track 3 is intended for students who already hold a bachelors degree in a field other than architecture (students without a pre-professional architecture degree). To qualify for the Track 3 (113-credit) option, prospective students must 1) hold a bachelors degree, and 2) have a minimum 3.0 GPA from their bachelors program. Once students are accepted, they are required to take 49 credits of prerequisite architecture courses at UHart (including undergraduate courses) as well as the 64 credits of required graduate architecture courses required by the existing M.Arch tracks 1 and 2 programs (49 prereq + 64 req = 113 total).

Optionally, students who have some relevant architectural education from their bachelor's degree program (civil engineering, interior architecture, etc.) may apply for advanced placement into the Track 3 program on an individual basis. To apply for advanced placement into the Track 3 program, applicants must submit a portfolio and documentation of courses they believe to be equivalent to any of the pre-requisite course credits required by the Track 3 program. Only the 49 credits of prerequisite courses are eligible for an advanced placement waiver, whereas none of the 64-credits of required graduate architecture courses are eligible for an advanced placement waiver. Following a committee review of an advanced placement application, the applicant will be notified of which, if any, prerequisite courses are waived for their M.Arch Track 3 degree program. No advanced placement is currently, or will be, offered for the M.Arch Track 1 or Track 2.

- iv *Assessment of the effect of the proposed changes on Conditions 1.2.1-1.2.5 (Resources).*

1.2.1 Human Resources and Human Resource Development. The new M.Arch Track 3 will require faculty to teach summer courses if students pursue the course completion as mapped out by the department. However, the courses offered over the summer are identical to those offered in the Track 1 program, so there will be no additional teaching load needed for summer beyond current conditions. During the fall and spring semesters, faculty teaching loads will be mostly unchanged, allowing faculty adequate time for research, advising, and service commitments. The only change to the fall/spring terms will be the addition of one studio section for the new ARC 501-503 Architecture Foundation Studios. Currently, the Department estimates there to be only one section each term for each of these courses. Therefore, there will be a need for two additional instructors for the fall term (one to teach 501 and one to teach 503), and one additional instructor to in the Spring term to teach 502. However, beyond full-time faculty, the department has a plethora of consistent adjunct faculty that it can employ for additional teaching loads if necessary. Furthermore, if enrollment numbers are low for the Track 3 program, the 501-503 studios are designed to be cross-listed with undergraduate studios in order to allow one instructor to teach a vertical studio to both ADT and M.Arch Track 3 students. Under this scenario, the track three students would meet with that instructor an additional hour each week for advanced content.

All advising and architectural licensing advising remains unchanged from current status. All Track 3 students will have academic advisors available in all terms (summer, fall, spring)

and the architectural licensing advisor (Associate Professor Elizabeth Petry) will remain in her role for students in all three tracks.

1.2.2 Physical Resources. During the Fall and Spring terms, the studio and lab spaces utilized by the department will be slightly impacted from their current utilization with regards to studio desk allocation. Architecture students in the BS and M.Arch programs occupy studio and lab space each fall and spring semester; therefore, Track 3 students taking foundation architecture studios ARC 501-503 will require additional desks in the existing studio space. The Department believes with current enrollment projections the ARC 501-503 studios can be accommodated with existing conditions; however, the Department is also currently pursuing avenues for studio expansion and optimal studio space utilization (downtown Hartford studio, additional space on campus, new desk configurations, etc.). Historically, during the summer semester, the studio and lab spaces are relatively empty except for one undergraduate vertical studio course (~12 students) and one ARC 521 studio. Therefore, by adding Track 3 students to the existing ARC 521 (Graduate Architecture Studio 2) offering during the summer, the studio and labs will be better utilized during the “off season”.

1.2.3 Financial Resources. Except for four courses (ARC 500-503), all other courses (24 in total) that Track 3 students will take during the fall, spring, and summer semesters are already regularly offered. The department does not predict that these courses will be overloaded by including Track 3 students and/or forced into multiple sections. Therefore, no additional costs will be incurred by most of the fall and spring course offerings. As for the ARC 501-503 studio courses, these studios will be run for Track 3 students in the fall (501 and 503) and spring (502) and will therefore each require a special section. An additional adjunct or faculty cost will be incurred if this course displaces an instructor from another course; however, this adjunct/overload cost is minimal and is not atypical to an average semester of teaching load management. Furthermore, depending on enrollment, the ARC 501, 502, or 503 studios could be combined with another related undergraduate studio as a vertical studio if necessary, thus eliminating an additional adjunct/overload cost. The summer teaching load for the Track 3 students is considered “overload” pay from normal faculty salaries. However, overload pay in the summer is paid by the University using student summer tuition dollars; therefore, the summer courses effectively pay for themselves. No additional financial resources are required to run Track.

1.2.4 Information Resources. All information resources (Library, online databases, computer labs, printers, etc.) will remain available to all students at the undergraduate and graduate level during summer, fall, and spring semesters. The University’s Libraries are fully staffed and open 12 months a year.

1.2.5 Administrative Structure and Governance. The administrative and governance structure will remain unchanged due to this program modification. The Architecture Department administration does not believe that the inclusion of the M.Arch Track 3 will require further changes to the administration or governance of the program. In effort to

further promote student engagement in curriculum development, the architecture graduate program director discussed the concept of the Track 3 with the student AIAS chapter executive board and received encouragement towards its development.

3. *An assessment of the implications of the new track for the existing program.*

The department believes the implementation of the 113-credit Track 3 alongside the existing 48-credit Track 1 and 64-credit Track 2 will have the following implications on the existing program:

- Increased enrollment from other fields. By adding the Track 3 program, the program can recruit and enroll students from a larger pool of applicants. In the 1.5 year period that Seth Holmes has been the graduate program director, he has already had to “turn away” ~10 students who inquired about the UHart M.Arch program, but were not eligible due to their lack of a pre-professional architecture degree. Further to this point, the M.Arch program can then be marketed internally to other bachelors programs at UHart (Civil Engineering, Art History, Environmental Studies, etc.) thus providing current undergraduate students across campus an opportunity to continue their studies at UHart if they are interested in architecture.
- Increased enrollment from the UHart BS ADT program. Because the Track 3 students will take 9 prerequisite undergraduate courses, they will more regularly engage the BS ADT student body more readily than the existing M.Arch students. This engagement will hopefully inspire more ADT students to consider the M.Arch program as they witness their ‘peers’ advance in the M.Arch Track 3 program.
- More diverse cohort structure. The Track 3 will take a year of prerequisite courses with undergraduate students, as well as three sequential dedicated “architecture foundation” studios. At the start of their second fall semester, Track 3 students will be parallel in the required graduate course sequence as the Track 1 students, so they will therefore take many of the same courses as these students. This structure will undoubtedly change the existing studio cohort culture; however, a more diverse cohort is likely to emerge. By placing prospective Track 1 seniors and Track 3 grad students in the same studio support courses together, a new cohort can form that hopefully transcends the boundary (real or perceived) between undergraduate and graduate students and allow a more diverse exchange of ideas.
- Content unchanged. Though there are differences between Track 1,2 and, 3 that have been addressed above, generally the course offerings and sequencing are unchanged; the main difference is when students take the courses. The department does not view the addition of Track 3 as a dramatic overhaul of the existing program or the student performance criteria.

4. *Copies of other institutional or state-required approvals for the change. The NAAB will not consider substantive change requests that have not met all other requirements for institutional or state-required approvals.*

- a Please see the letter from the Provost (Page 1) indicating that 1) the University fully supports implementation of the new 113-credit Track 3 M.Arch; 2) The University of Hartford has submitted the appropriate documentation to the State of Connecticut for the substantive change to the program; and 3) New England Commission for Higher Education (NECHE).



August 7, 2017

Walter Harrison, President
Office of the President
200 Bloomfield Avenue
University of Hartford
West Hartford, CT 06117-1599

t. 202.783.2007

f. 202.783.2822

e. info@naab.org

w. naab.org

Dear President Harrison,

At their July 2017 meeting, the directors of the National Architectural Accrediting Board (NAAB) reviewed the Visiting Team Report (VTR) for the University of Hartford.

On behalf of the Board, it gives me great pleasure to inform you that the **Master of Architecture** degree program was granted eight-year term of accreditation. The term is effective January 1, 2017 and the program is scheduled for its next visit for continuing accreditation in 2025.

Please be reminded that continuing accreditation is predicated on two reporting requirements:

- a) Annual Statistical Reports. These reports capture statistical information on the institution and the program. The next statistical report is due on or before November 30, 2017.
- b) Interim Progress Reports. Programs that receive an eight-year term of accreditation must submit an Interim Progress Report (IPR) two years after a visit and again five years after the visit. The University of Hartford's first interim progress report is due November 30, 2018. There is more information on the IPR process in Section 10 of the *NAAB 2015 Procedures for Accreditation*.

Finally, public dissemination of both the Architecture Program Report and the VTR is a Condition of accreditation. These documents must be made public electronically in their entirety. Please see Condition II.4.4 of the *2014 Conditions for Accreditation* and Section 5 of the *NAAB Procedures for Accreditation, 2015 Edition*.

On behalf of the NAAB and the visiting team, thank you for your support of accreditation in architectural education.

Very truly yours,

Judith Kinnard, FAIA
President

cc: James E. Fuller, Chair
Nathaniel Quincy Belcher, AIA, Team Chair

Enc: Final Visiting Team Report



February 12, 2018

t. 202.783.2007

f. 202.783.2822

e. info@naab.org

w. naab.org

Seth H. Holmes, AIA, NCARB, LEED bd+c
Assistant Professor of Architecture
Graduate Program Director
Department of Architecture
College of Engineering, Technology, and Architecture
University of Hartford, 200 Bloomfield Avenue
West Hartford, Connecticut 06117

Dear Seth,

The NAAB Assessment and Evaluation Committee discussed the University of Hartford's proposed 12 or 16 credit hour accelerated M.Arch program at its meeting on February 9, 2018. The committee agreed that this accelerated M.Arch program is acceptable (as long as it meets your Provost's requirements), and that you may apply for a Substantive Change as previously noted in order to pursue it.

The committee also discussed your second question regarding another M.Arch track or option. The committee felt that both of your proposed options are equally acceptable; however, they agreed that the simplest way to create a new pathway to the M.Arch is indeed the addition of the new track, as you had proposed earlier, by applying for a Substantive Change. Once approved, you would then have an accredited Master of Architecture with three tracks: one-year, two-year, and 3.5-year.

I hope this is helpful. Please do let me know if you have other questions as you prepare the appropriate materials.

Sincerely,

A handwritten signature in black ink that reads "E S Cathey". The signature is written in a cursive, somewhat stylized font.

Ellen S. Cathey, AIA
Associate Director



NATIONAL ARCHITECTURAL ACCREDITING BOARD, INC.

1101 Connecticut Ave NW, Suite 410 | Washington, DC 20036

info@naab.org | 202.783.2007 | www.naab.org

July 25, 2018

H. Frederick Sweitzer
Provost
University of Hartford
200 Bloomfield Avenue
West Hartford, CT 06117

Dear Mr. Sweitzer:

At their July 2018 meeting, the directors of the National Architectural Accrediting Board (NAAB) reviewed the Substantive Change Application submitted by the University of Hartford Department of Architecture.

It gives me great pleasure to inform you that the board voted to approve the Substantive Change request for the addition of a new optional M. Arch. track that would allow an accelerated path to completion of its existing 4+2 NAAB-accredited M. Arch. curriculum. The addition of this M. Arch. track is expected to be implemented as proposed in the application.

On behalf of the NAAB, thank you for your support of accreditation in architecture education.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Judith Kinnard', is written over a large, light-colored circular mark.

Judith Kinnard, FAIA
President

cc: Seth Holmes, AIA, Director