

11:550:435 Professional Practice

Spring 2025, 1 credit

Wednesday 5:40 -7:00 pm (In-person)

Instructor: Kathleen John-Alder, FASLA

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Course Description:

The objective of this course is to introduce students to aspects of professional practice not covered in the design studios and construction courses. Information covered includes a brief overview of the ethical, financial and legal issues encountered in the practice of landscape architecture.

Program Learning Goals

Studio and lecture activities have been developed to accommodate the following objectives:

- Explore...the potential of space and spatial relationships to create socially vibrant and culturally inclusive design solutions.
- Analyze...and thoughtfully incorporate natural features and systems to create enduring and ecologically sensitive design solutions.
- Master...technical and industry standards to effectively and sustainably foster safe, accessible environments using the materials, methods, and technologies of site design and engineering.
- Apply...design principles at large as well as at small scales. Develop graphic, written, and oral skills to express thoughts, ideas, and designs.

Course Learning Objectives:

- Become familiar with the aspects of professional practice that effectively foster safe and sustainable environments using the materials, methods and ethical standards of design, construction and project management.
- Develop graphic, written and oral skills to express thoughts, ideas, and designs.

Course Format and Expectations:

The class meets once per week. Students will be expected to participate in class discussions, complete all exercises *and* spend time outside of class investigating key topics. Attendance is mandatory.

Announcements:

Announcements will be posted on the course Canvas site. Please check the site for updates.

Exercises:

Exercise 1: Defining Important Landscape Architecture Terms (individual): 45 pts.

Exercise 2: Students will lead topic discussions in professional practice: (teams): 45 pts.

- Landscape Architecture Licensure, LAAB, CLARB, Code of Ethics
- Specifications (Outline, Performance, Proprietary, Descriptive) and Quality Control
- The Submittal Process and Shop Drawings
- Materials Sourcing, Ethics and Sustainability
- Types of Landscape Architecture practice with case study examples: large national and international firms involved in both landscape architecture and land planning, medium sized-regional firms, small local firms and residential design, government affiliated jobs, specialty and niche firms.

Exercise 3: Product Specification and Mock-Up (teams): 350 pts.

Exercise 4: Final Portfolio Review (individual): 50 pts. In preparation for the final portfolio review, each week, beginning 5 February, four students will review their portfolio the last half of the class.

Exercise Schedule:

Exercises are geared toward preparing students for their first professional job. Sub-assignments within exercises are intended to keep you on track to complete class deliverables.

	1/22/25	1/29/25	2/5/25	2/12/25	2/19/25	2/26/25	3/5/25	3/12/25	3/19/25	3/26/25	4/2/25
Exercise 1											
Exercise 2											
Exercise 3											
Exercise 4											

Exercise 2

Scope of Services											
Punch List											
Working Drawings											
Specification											
Materials List											
Cost Estimate											
Product Submittals											
Mock-Up											

Department Grading Guidelines:

While the assignment of grades is ultimately the purview of the instructor, the department uses the following guidelines for understanding appropriate grading in its courses:

- A_ Outstanding.** This not only means fulfilling the requirements, but impressing and going beyond the expectations of the project. The student has demonstrated a superior grasp of the subject matter coupled with a high degree of creative and logical expression, and strong abilities to present ideas in an organized and analytical manner.
- B_ Very Good.** The student has demonstrated a solid grasp of the material with an ability to organize and examine the material in a critical and constructive manner. Projects and in-class performance displayed a solid understanding of the issues and related theories or literature.
- C_ Acceptable.** The student has demonstrated a moderate grasp of concepts and theories for the class, producing work that, while basically adequate, it is not in any way exceptional. The performance in-class performance displays a basic familiarity with the relevant literature and techniques.
- D_ Unacceptable.** The student has demonstrated a minimal understanding of the material and assignments along with a performance that does not adequately examine the course material critically or constructively.
- F_ Failure.** The student has demonstrated a lack of understanding or familiarity with course concepts and materials. Their performance has been inadequate. Failure is often the result of limited effort and poor attendance, which may indicate that the student is not in the proper field of study.

The following scale applies:

- A: 90% and above
- B: 80% to 86% B+: 87% to 89%
- C: 70% to 76% C+: 77% to 79%
- D: 60% to 69%
- F: 59% or less

Studio Professionalism:

Following the professional standards of practice established by the American Society of Landscape Architects (ASLA), students are expected to work together, learn from one another, respect each other's work, and respect the physical space held in common by all.

Attendance:

The Department of Landscape Architecture requires attendance in all of its classes. The individual student's development as a landscape architect is largely dependent upon two aspects of education. The first aspect is the exposure to and assimilation of a body of information that relates to the field. The second aspect is the application of this knowledge through class discussions, assignments, critiques, and reviews. The Rutgers Landscape Architecture curriculum is designed to develop all of these areas. Attendance and participation in all lectures and studios are essential if the student is to achieve their maximum potential; attendance and participation in critiques and reviews is mandatory for the entire term.

Late arrivals and early departures (later than 10 minute) will be marked as unexcused absence. Advance notice via direct email to the instructors or self-reporting absence through the University system should be provided in the instance of illness or other circumstances that impact attendance. More than three unexcused absences in a term will result in a full step reduction in your semester grade (i.e. A to B). Each additional absence will result in another full step reduction.

Personal Circumstances:

If you encounter any personal circumstances that inhibit your ability to fulfill the requirements of this course, you should contact the Instructor immediately. Likewise, any student with a special need, circumstance or disability should make an appointment with the Instructor during the first week of class. Please notify the instructor of illness by email prior to class and report to student portal: <https://sims.rutgers.edu/ssra/>

Accommodations for Students with Disabilities:

Please follow the procedures outlined at <https://ods.rutgers.edu/students/registration-form>. Full policies and procedures are at <https://ods.rutgers.edu/>

Academic Integrity

The University's policy on Academic Integrity is available at <http://academicintegrity.rutger.edu/academic-integrity-policy>. The principles of academic integrity require that a student:

- Properly acknowledge and cite all use of the ideas, images/graphics, results, or words of others
- Properly acknowledge all contributors to a given piece of work
- Make sure that all work submitted as their own in a course or other academic activity is produced without the aid of impermissible materials or impermissible collaboration
- Obtain all data or results by ethical means and report them accurately without suppressing any results inconsistent with their interpretation or conclusions
- Treat all other students in an ethical manner, respecting their integrity and right to pursue their educational goals without interference. This requires that a student neither facilitate academic dishonesty by others nor obstruct their academic progress
- Uphold the canons of the ethical or professional code of the profession for which they are preparing

Adherence to these principles is necessary in order to ensure that:

- Everyone is given proper credit for their ideas, words, results, and other scholarly accomplishments
- All student work is fairly evaluated, and no student has an inappropriate advantage over another
- The academic and ethical development of all students is fostered
- The reputation of the University for integrity in its teaching, research, and scholarship is maintained and enhanced

Failure to uphold these principles of academic integrity threatens both the reputation of the University and the value of the degrees awarded to its students. Every member of the University community therefore bears a responsibility for ensuring that the highest standards of academic integrity are upheld.

It is a violation of academic integrity for a student to aid others in violating academic integrity. A student who knowingly or negligently facilitates a violation of academic integrity is as culpable as the student who receives the impermissible aid, even if the former student does not benefit from the violation

Accommodations for Students with Disabilities

Disability Services: (848) 445-6800 / Lucy Stone Hall, Suite A145, Livingston Campus, 54 Joyce Kilmer Avenue, Piscataway, NJ 08854 <https://ods.rutgers.edu/>.

Rutgers University welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact the appropriate disability services office at the campus where you are officially enrolled, participate in an intake interview, and provide documentation: <https://ods.rutgers.edu/students/documentation-guidelines>. If the documentation supports your request for reasonable accommodations, your campus's disability services office will provide you with a Letter of Accommodations. Please share this letter with your instructors and discuss

the accommodations with them as early in your courses as possible. To begin this process, please complete the Registration form on the ODS web site at: <https://ods.rutgers.edu/students/registration-form>.

Student Wellness Services:

- Just In Case Web App: <http://codu.co/cee05e>. Access helpful mental health information and resources for yourself or a friend in a mental health crisis on your smartphone or tablet and easily contact CAPS or RUPD.
- Share A Concern: <http://studentconduct.rutgers.edu/do-something-to-help-share-a-concern/why-share-a-concern/>. There are times when people may observe a behavior and feel concerned. These concerns may be part of a larger story for a student facing challenges. Thus, it is important to **Do Something** and share your concerns so that the student can get assistance as soon as possible before the issues grow too large. If the concern is immediate, call 9-1-1.
- Counseling, ADAP & Psychiatric Services (CAPS): (848) 932-7884 / 17 Senior Street, New Brunswick, NJ 08901 / www.rhscaps.rutgers.edu/. CAPS is a University mental health support service that includes counseling, alcohol and other drug assistance, and psychiatric services staffed by a team of professional within Rutgers Health services to support students' efforts to succeed at Rutgers University. CAPS offers a variety of services that include individual therapy, group therapy and workshops, crisis intervention, referral to specialists in the community and consultation and collaboration with campus partners.
- Violence Prevention & Victim Assistance (VPVA): (848) 932-1181 / 3 Bartlett Street, New Brunswick, NJ 08901 / www.vpva.rutgers.edu/. The Office for Violence Prevention and Victim Assistance provides confidential crisis intervention, counseling, and advocacy for victims of sexual and relationship violence and stalking to students, staff, and faculty. To reach staff during office hours when the university is open or to reach an advocate after hours, call 848-932-1181.
- Scarlet Listeners: (732) 247-5555 / <http://www.scarletlisteners.com/>. Free and confidential peer counseling and referral hotline, providing a comforting and supportive safe space.

SEBS DEI Statement:

It is the intention of the Department of Landscape Architecture that students of all backgrounds will be well served by this course. We will work to create an environment of inclusion which respects and affirms the inherent dignity, value, and uniqueness of all individuals, communities and perspectives. We are lucky to have a diverse university. Diverse voices and life experiences enhance the learning process and we welcome students to share their personal experiences. We will not tolerate disrespectful language or behavior against any individual or group. If you feel as though you have been disrespected or treated unfairly by the instructors or any other individual please let us know. You may speak with the instructors in person, over email or report anonymously via the Office of Academic Programs. Bias may also be reported to the Rutgers Diversity and Inclusion initiative using this link: <http://inclusion.rutgers.edu/report-bias-incident/>. For further reference, please visit: <https://sebscourseapproval.rutgers.edu/policies/syllabus-dei-statements-policy/>.