



EID 321 PROGRAMMING & SPACE PLANNING SYLLABUS

COURSE INFO.

Eiben Hall
MON/WED 1:30 am – 4:20 pm
 Office: Eiben 210
 Office: 808.739.8574

INSTRUCTOR INFO.

Joan D Riggs, ASID.IIDA.IDEC.CAPS
 Email: jriggs@chaminade.edu
 Office Hours: TU/TH 11:00-12:00 pm
 or by appointment

COURSE DESCRIPTION & OUTCOMES

EID 321 explores the study of the PROCESS of designing an environment beginning with PROGRAM analysis and moving to the synthesis of information resulting in a comprehensive SPACE PLAN and support documentation. The process guides students through information gathering and organization, as well as problem identification, providing a framework for problem solving and design decision-making.

Research and application of building and fire codes, universal design concepts (including ADA standards) and human factors relative to the designed environment address health, safety and welfare issues, integral to best design practices. Through structured exercises and projects, students design commercial and/or residential environments, which fulfill client-generated requirements with creative, innovative and environmentally conscious design solutions.

REQUIRED TEXTS & SUPPLEMENTS

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| PROGRAMMING FOR DESIGN | ISBN: 0-471-19645-2 | Edith Cherry | Wiley |
| PROBLEM SEEKING | ISBN: 978-0-471-12620-1 | Pena & Parshall | Wiley, 4 th Ed |
| SPACE PLANNING BASICS | ISBN: 978-0-470-23178-4 | Mark Karlen 3 RD Ed | Wiley, 3 rd Ed |
| 2010 ADA STANDARDS | DOJ-Dept. of Justice | ONLINE Download- | http://www.ada.gov |
| CODES GUIDEBOOK FOR INTERIORS | ISBN: 978-0-470-59209-0 | Harmon & Kennon | Wiley, 5 th Ed |
| INTERIOR GRAPHIC STANDARDS | ISBN: 978-0-470-88901-5 | Corky Binggeli (2011) | Wiley, 2 nd Ed |
| SKETCH JOURNAL | | | |

RECOMMENDED READING RESOURCES & COURSE SUPPLEMENTS

(many are available at Sullivan Library)

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|---|-------------------------|---------------------|-------------|
| PROGRAMMING & RESEARCH | ISBN: 978-1-56367-637-6 | Rose Botti-Salitsky | Fairchild |
| ARCHITECT'L GRAPHIC STANDARDS | ISBN: 978-0-471-70091-3 | AIA | Wiley |
| TIME-SAVER STANDARDS | ISBN: 978-0-071-34616-0 | Julius Panero | McGraw-Hill |
| 2009 IBC CODE BOOKS | ISBN: 978-1-580-01725-1 | ICC | Cengage |
| Professional Publications, Journals, etc. - Interior Design, Architecture and related interdisciplinary professions | | | |

COURSE LEARNING OUTCOMES

Through the studies in this course, students will demonstrate:

- (PO 1; C 5)** the capacity to work in teams; being accountable; methodically sharing information; interdisciplinary interaction; proactive attitude and leadership qualities
- (PO 3; C 4)** appropriate use of industry-related vocabulary
- (PO 2; C 4)** the ability to research, gather and organize project type and contextual information and synthesize the information to identify the problem/challenge areas unique to the client/project
- (PO 2, 3; C 4)** skill development in executing accurate documentation to support design decisions

(PO 4; C 12, 14) skill in applying appropriate codes and regulation to the project type, addressing health, safety and welfare project challenges

(PO 4; C 3, 12, 14) an understanding of the interaction of the built environment and the end-user through appropriate proxemics, proportional and ergonomic relationships, as well as application of universal design principles in best design practices

(PO 5; C 4, 6) skill in developing a comprehensive preliminary design presentation that cohesively expresses the design concept and is justified through creative problem-solving of identified problems/challenges

(PO 1; C 2; SLO 1, 2, 3) demonstrate an understanding of the connections between academic work and real-life situations

SUPPLIES

All standard drafting supplies; office & home furniture & plumbing templates (1/4" & 1/8" scale)

(1) Sketchbook - to be submitted (& graded) at review sessions and at the end of the semester

(1) 1" Binder (Codes) with Section Dividers

(1) 2" Binder (Programming Info) with Section Dividers

(1) Pad/pkg - 8 1/2" x 11" Grid Paper (1/4" scale)

(1) Measuring tape (25' min)

(1) 6" roll of tracing paper

(1) 18" or 24" roll tracing paper (optional)

- Sharpie markers – medium point (black & 4 other colors min.); sharpie color fine point – optional
- Model-making supplies (materials to be determined by students)
- Foam Core Boards (as needed for poster presentation and/or material boards)
- **USB – 4G (min) or CD** – project submission
- **USB – 8G (min)** for 321 work backup or External Hard Drive (1 to 3 TB) - all coursework backup

COURSE REQUIREMENTS & EXPECTATIONS

- **You MUST be registered and have an active LIVETEXT account.**
- Required textbook selections, recommended reading and resource support materials are intended to support and enhance your understanding of the subject matter. Required text material may be covered on exams. More importantly, the texts enhance your ability to communicate in all areas of design and related fields/activities.
- **Be resourceful** using texts, professional journals and magazines, building and design standards, applicable codes and professional and industry experts. Assignments may include (and are not limited to) outside research, class presentation of information and skills application. Student participation in class activities is required.
- All **written work** is to be typed or printed via computer (or LiveText when applicable) in a simple font style no < 11 pt. Identify each page with designer's name, date, class and semester/year. Staple multiple pages.
- **Binders** are to have ALL proper identification on **front outside cover and spine** – corporate identity, designer's name, project name and course number.
- **Presentation boards** are to display **project title** on the front. Designer's personal information and course information (minimum) appear on the back, unless otherwise stipulated. Additional info may be required.
- All submitted **Documents, Exercises, Project & Presentation Materials**, and/or **Tubes** are to be clearly labeled with designer's name, project, class and semester/year.
- Assignments/projects are **due on the date assigned**. Points will be deducted from your score for each day the assignment is late (also see CUH-EID Code of Conduct). Projects will be graded by the instructor and returned to the student with comments or an evaluation (when appropriate).
- Peer, faculty and industry professional **evaluations** may occur at any time.
- **Attendance** in class is mandatory and is Chaminade University's Policy. Two (2) consecutive unexcused absences or four (4) cumulative unexcused absences will elicit a deficiency report submitted to the Registrar and may result in a failing grade. Notifying the instructor of being absent is **not** an automatic excused

absence. Medical or other official validation must be presented for an excused absence to be granted. (also see CUH-EID Code of Conduct)

- **Absences on exam days** due to illness will only be excused with proper medical verification. See instructor to make up the examination **before** the next class meeting.
- Unexcused absences, tardiness and leaving class early will affect your overall grade.
- Students are expected to attend all **studio work days, site visits, guest speakers and presentations**. Appropriate, **office attire** is expected during site visits, guest speakers and presentations.
- **Disability Access**
The University is committed to providing reasonable accommodations for all persons with disabilities. Students who need accommodations must be registered with Student Disability Services. Students with special needs who meet criteria for the Americans with Disabilities Act (ADA) provisions must provide written documentation of the need for accommodations from the Counseling Center by the end of week three of the class, in order for the instructor to plan accordingly. Failure to provide written documentation will prevent your instructor from making the necessary accommodations. Please refer any questions to the Dean of Students.
- **Title IX Compliance**
Chaminade University of Honolulu recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. Should you want to speak to a confidential source you may contact the following:
 - Chaminade Counseling Center | [808 735-4845](tel:8087354845).
 - Any priest serving as a sacramental confessor or any ordained religious leader serving in the sacred confidence role.
- **EID Studios are open for EID student project work** any time classes are not in session. Reasonable after-hours use is possible by contacting Security and presenting your student identification (hours TBD).
- Please SILENCE all electronic devices during class. TEXTING, FACEBOOKING, PERSONAL INTERNET SURFING (*other than for this course's research*) during instructional or in-class work time will result in dismissal from class and an unexcused absence recorded.
 - Please see CUH Student Handbook for additional CUH policies and the University's Code of Conduct.

GRADING

- **A = 100-90%; B = 89-80%; C = 79-70%; D = 69-60%; F = < 60%**
- Team Project Portions, Quizzes, Exercises & Mid-term Exam: **50%** Semester Project: **50%**
- **Deficiency Reports** are sent to the registrar and your advisor if grades fall below 70%, more than 2 unexcused absences occur and/or a consistent pattern of late submission of work occurs (also see EID Code of Conduct). A **2.5 GPA** in the major is required to maintain active status in the program.

COURSE CALENDAR

Calendar will be available in class. Please note this calendar is dynamic and subject to change at the instructor's discretion.

CHAMINADE UNIVERSITY'S MARIANIST VALUES

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|----------------|----------------------------|
| Educate for | Formation in Faith |
| Provide an | Integral Quality Education |
| Educate in the | Family Spirit |
| Educate for | Service, Justice and Peace |
| Educate for | Adaptation to Change |

Chaminade University – Environmental + Interior Design Program
PROFESSIONAL CODE OF CONDUCT

Students of Chaminade University's Environmental + Interior Design Program (CUH-EID) are expected to maintain professional standards of behavior during their tenure here. As guidelines, CUH-EID has adopted the following protocols:

CLASSROOM BEHAVIOR

- Cell phone use in class (calls, texting, emailing) is prohibited; cell phones ringers must be turned off at all times except in case of emergency. If making a call is absolutely necessary, then please step outside the classroom to do so.
- When class is in session, you are expected to show courtesy to your instructor as well as to other students. If your behavior is deemed disruptive, you will be asked to leave the class and consequently receive an unexcused absence for that day.
- All assigned work should be completed by the beginning of the class period for which it is to be presented or submitted. Working on homework, presentations, etc. while an instructor or guest speaker is lecturing, or while students are presenting in class, is disrespectful and will not be tolerated.

CLASS ATTENDANCE & ASSIGNMENTS

- Three unexcused absences during the course of the semester will result in one letter grade demotion for the course. Similarly, six unexcused tardies will result in one letter grade demotion for the course.
- Failure to attend presentations or exams, without informing the instructor in advance, will result in an F for the exam/project; failure to attend a final presentation, final exam or final project submission without informing the instructor in advance will result in an F for the course.
- Students should always inform the instructor in advance (in writing or by email) of any anticipated absences, tardiness, or irregular/unanticipated scheduling conflicts (e.g., jury duty, team sport commitment, etc.) Do not schedule medical or personal appointments during scheduled class time.
- Assignments from a missed class must be made up by the next class meeting unless an extension has been arranged with the instructor. Do not expect an instructor to repeat a lecture for you; students must arrange with a fellow student to pick up class materials, lecture notes, homework assignments, exercises, etc.
- Assignments handed in late will not be accepted unless arranged in advance with the instructor; 5 points will be deducted from the total number of points for each day the assignment is late beyond the prescribed due date.

USE OF FACILITIES

- Only beverages in **sealed** containers are allowed in the EID assigned studios/classrooms; in rooms with computers, beverages must be kept on the floor, away from the computer equipment and outlets.
- Meals should be taken in the EID Student Resource Center, not in the studio/classroom; dry snacks however, will be permitted as long as workstations are kept clean and orderly.
- Clean up after yourselves in CAD studios, classrooms, the materials library, the kitchen area, the resource center, and the print room.
- Any damage to work stations or equipment will be charged to the student; if the person cannot be readily determined, the class(es) using the studio/classroom will bear the expense of the repairs collectively.

PERSONAL STANDARDS

- Students should dress in a professional manner when attending any public functions on behalf of the school, on field trips/site visits, or when guests visit the class. You are representing the EID Program, Chaminade University, and most importantly, yourself to your future constituents: employers, colleagues, contractors, clients, etc.
- Students must be prepared with all materials required for class; inability to work during the class will result in an unexcused absence for the day.
- Cheating on any exam or major assignment will result in automatic failure of the course.

ENVIRONMENTAL + INTERIOR DESIGN PROGRAM OUTCOMES

1 PROFESSIONALISM – understand, apply and participate in ethical design practices on a personal, project, peer and industry-wide level. *(CIDA 2, 3, 5, 6, 7)*

2-PROCESS – ability to identify problems/challenges and demonstrate an understanding of the complete design process from inception to installation, execute documentation supporting design decisions and effect comprehensive, creative, focused and functional design solutions. *(CIDA 4, 6, 9, 10, 11, 12, 13, 14)*

3-PRINCIPLES & PRIORITIES – integration of pedagogy, research, historic contexts, theory, and interdisciplinary collaboration to effectively and creatively analyze, evaluate and execute best design practices resulting in functional and aesthetically inspiring design. *(CIDA 2, 3, 4, 5, 6, 8, 9, 10, 12, 13, 14)*

4-PUBLIC & ENVIRONMENTAL PROTECTION – demonstrate an understanding of the concepts, resources and implications of design decisions relative to the human interaction, technological impact and ecological balance of the built environment. *(CIDA 2, 3, 4, 7, 8, 10, 11, 12, 13, 14)*

5-PRESENTATION – demonstrate ability to communicate design concepts and problem solving justifications through written, oral and a variety of visual media. *(CIDA 2, 3, 4, 6, 7, 8)*

COUNCIL FOR INTERIOR DESIGN ACCREDITATION (CIDA) STANDARDS

CIDA.1 Mission, Goals & Curriculum: The interior design program has a mission statement that describes the scope and purpose of the program. Program goals are derived from the mission statement and the curriculum is structured to achieve these goals.

CIDA.2 Global Context for Design: Entry-level interior designers have a global view and weigh design decisions within the parameters of ecological, socio-economic and cultural contexts. **(PO 3)**

CIDA.3 Human Behavior: The work of interior designers is informed by knowledge of behavioral science and human factors. **(PO 4)**

CIDA.4 Design Process: Entry-level interior designers need to apply all aspects of the design process to creative problem-solving. Design process enables designers to identify and explore complex problems and generate creative solutions that support human behavior within the interior environment. **(PO 2, 3)**

CIDA.5 Collaboration: Entry-level interior designers engage in multi-disciplinary collaborations and consensus building. **(PO 1, 2)**

CIDA.6 Communication: Entry-level interior designers are effective communicators. **(PO 1, 5)**

CIDA.7 Professionalism and Business Practice: Entry-level interior designers use ethical and accepted standards of practice, are committed to professional development and the industry, and understand the value of their contribution to the built environment. **(PO 1)**

CIDA.8 History: Entry-level interior designers apply knowledge of interiors, architecture, art, and the decorative arts within a historical and cultural context. **(PO 2, 3)**

CIDA.9 Space and Form: Entry-level interior designers apply the theories of two- and three-dimensional design, and spatial definition and organization. **(PO 2, 3, 5)**

CIDA.10 Color and Light: Entry-level interior designers apply the principles and theories of color and light. **(PO 2, 3, 4, 5)**

CIDA.11 Furniture, Fixtures, Equipment and Finish Materials: Entry-level interior designers select and specify furniture, fixtures, equipment and finish materials in interior spaces. **(PO 1, 2)**

CIDA.12 Environmental Systems and Controls: Entry-level interior designers use the principles of lighting, acoustics, thermal comfort and indoor air quality to enhance the health, safety, welfare and performance of building occupants. **(PO 4)**

CIDA.13 Interior Construction and Building Systems: Entry-level interior designers have knowledge of interior construction and building systems. **(PO 3, 4)**

CIDA.14 Regulations: Entry-level interior designers use laws, codes, standards and guideline that impact the design of interior spaces. **(PO 2, 3, 4)**

CIDA.15 Assessment and Accountability: The interior design program engages in systematic assessment contributing to ongoing program improvement. Additionally, the program must provide clear, consistent and reliable information about its mission and requirements to the public.

CIDA.16 Support and Resources: The interior design program must have a sufficient number of qualified faculty members, as well as adequate administrative support and resources to achieve program goals.

For full document go to: <http://www.accredit-id.org/profstandards.php>