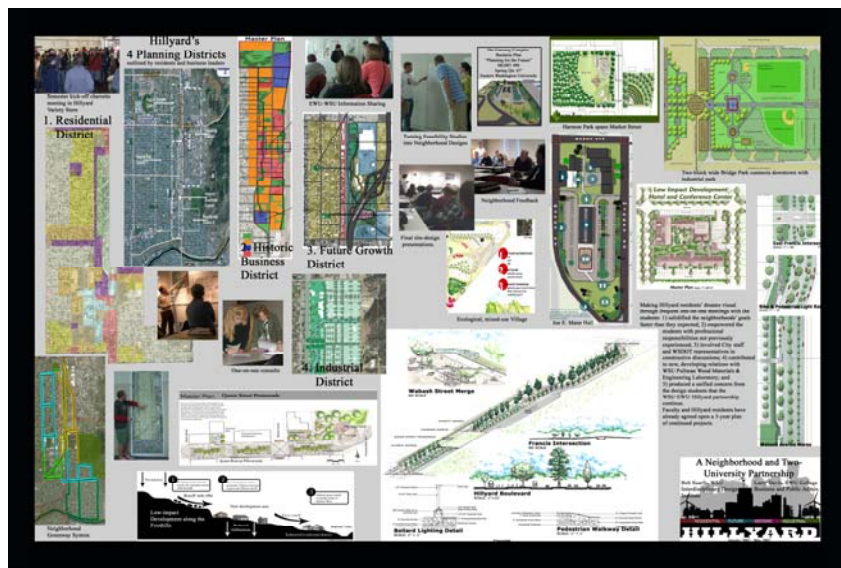


MS Landscape Architecture

Graduate Student Handbook

2009-2010



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Interdisciplinary Design Institute
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DEPARTMENT OF HORTICULTURE & LANDSCAPE ARCHITECTURE INTERDISCIPLINARY DESIGN INSTITUTE

Overview

The Master of Science in Landscape Architecture is offered by the Department of Horticulture and Landscape Architecture at Washington State University Pullman, and the Interdisciplinary Design Institute at Washington State University Spokane. Faculty from the two campus locations provides advanced study in landscape architecture and landscape planning. Students can enroll at either campus and take advantage of the faculty, facilities, and other resources offered at both locations. The landscape architecture program at each location has its own area of concentration.

The WSU Pullman program emphasizes the relationship between landscape architecture and environmental sciences and natural resources. Within a 300 mile radius are millions of acres of public land that are managed by the National Park service, the U.S. Forest Service, the Bureau of Land Management, the U.S. Fish and Wildlife Service, and numerous other federal, state, and local agencies. These lands, which occupy coastal, desert, and alpine ecosystems, provide excellent opportunities for advanced studies in landscape planning, landscape ecology, public land management, visual resource assessment, and recreational landscape architecture design. The Department of Horticulture and Landscape Architecture, which is located in the College of Agricultural, Human, and Natural Resource Sciences, offers opportunities for close interaction with faculty and graduate students in horticulture, natural resource science, environmental science, regional planning, crop and soil science, engineering, and several other disciplines.

The program at WSU Spokane is part of the Interdisciplinary Design Institute. The mission of The Institute is to advance knowledge to enhance the quality of people's lives in the built and natural environment. The Institute attains this mission through interdisciplinary instruction, research, and community service. Study at The Institute offers opportunities for students in the participating programs - Landscape Architecture, Interior Design, and Architecture - to reinforce individual disciplinary knowledge and skills, while developing additional interdisciplinary depth of understanding. This innovative approach advances knowledge in design and construction and yet contributes to the definition and evolution of the participating disciplines. The program emphasizes urban/suburban design, interdisciplinary design, and ecological design and planning. A Geographic Information Systems and Simulation Laboratory supports teaching, research, and service learning activities.

At The Institute, students are trained to develop an enlarged and holistic understanding of phenomena, events, and objects that shape the quality of people's lives in the urban environment. They also learn to work as members of multi-and interdisciplinary teams in clarifying and solving design and construction problems. These unique learning experiences provide the added value that positions students competitively in a dynamic marketplace.

MS Landscape Architecture Program

The Master of Science in Landscape Architecture program provides advanced study in landscape architecture and landscape planning through critical investigation, research, and scholarship related to geographical, biophysical, and cultural dynamics within the context of the Northern Rocky Mountain Bioregion. The degree is offered in a two-year and a three-year option.

The two-year option allows professionals already possessing degrees in landscape architecture to acquire a strong interdisciplinary knowledge and practical background in support of research topics that contribute to the body of design and planning knowledge and the related growing innovative application of cognitive and technical skills. The two-year option provides opportunities to enhance knowledge and skills in a particular area, acquire strong research and critical thinking skills, and contribute to and advance the body of knowledge in the discipline.

For applicants with degrees in other disciplines, the three-year option offers the opportunity to pursue research and advanced specialization in landscape architecture that complements their current knowledge and skills. The three-year option includes the acquisition of basic skills and knowledge in landscape architecture. Students will be required to spend their first year on the Pullman campus taking undergraduate courses in landscape architecture emphasizing graphics, design, and landscape technology. Applicants without a degree in landscape architecture may be admitted to the program in Spokane but will be required to spend their first year on the Pullman campus, or provide adequate justification that they have obtained the required foundation courses elsewhere (transfer credits, community college, etc.). These cases will be handled on an individual basis.

Sample Program Plan

To meet graduation requirements for a **thesis** degree, students must complete the following requirements:

- 30 hours minimum of total credit
- 21 hours minimum of graded course work
- 15 hours minimum of graded course work at the 500-level
- 4 hours minimum of 700-level credit in the major
- 6 hours maximum of non-graduate 300 and 400 level graded course work
- Students must earn a C or better in any class towards program requirements.

Required coursework for the MS Landscape Architecture degree includes:

LA 530, Philosophies & Theories of the Built Environment, 3 credits (fall semester)

LA 540, Research Methods, 3 credits (spring semester)

LA 560, Interdisciplinary Seminar, 3 credits (fall semester)

LA 520, Northern Rocky Mountain Regional Landscape, 4 credits (fall semester)

LA 521, Cultural Interpretations of the Regional Landscape, 4 credits (spring semester)

LA 700, Master's Thesis, minimum 4 credits (fall, spring and/or summer semester)

Students then complete their credit requirements with electives chosen in consultation with graduate coordinator, Dr. Bob Scarfo. A sample program of study for a person pursuing the MS Landscape Architecture full-time might look like this:

1 st Year Fall Semester			1 st Year Spring Semester		
Prefix and Course Title	Gr.	Cr.	Prefix and Course Title	Gr.	Cr.
LA 520 N.R. Mountain Landscape	_____	4 cr	LA 521 Cultural Interpretations	_____	4 cr
LA 530 Philosophy & Theory	_____	3 cr	LA 540 Research Methods	_____	3 cr
LA 560 Interdisciplinary Seminar	_____	3 cr	Supportive Elective	_____	3 cr
Supportive Elective	_____	3 cr	Supportive Elective	_____	3 cr
Total credit hrs		13	Total credit hrs		13
2 nd Year Fall Semester			2 nd Year Spring Semester		
Prefix and Course Title	Gr.	Cr.	Prefix and Course Title	Gr.	Cr.
LA 700 Master's Thesis	_____	2 cr	LA 700 Master's Thesis	_____	2 cr
Supportive Electives	_____	V	Supportive Electives	_____	V
Total credit hrs (min. 2 cr)		V	Total credit hrs (min. 2 cr)		V

Sample 3-year Program Plan

This sample plan resembles what a student in the 3-year program would take, including foundation coursework on the Pullman campus in the first year. Specific coursework for students in the 3-year program will be decided on an individual, case-by-case basis depending on the applicant's prior academic transcript and professional experience.

1 st Year Fall Semester (PULLMAN)			1 st Year Spring Semester (PULLMAN)		
Prefix and Course Title	Gr.	Cr.	Prefix and Course Title	Gr.	Cr.
LA 101 Landscape Arch Graphics	_____	3 cr	LA 102 Computer Graphics	_____	3 cr
LA 260 History of Landscape Arch	_____	3 cr	LA 263 Landscape Arch Design II	_____	3 cr
LA 262 Landscape Design I	_____	3 cr	LA 365 Landscape Construction I	_____	4 cr
Hort 231 Plant Materials I	_____	3 cr	Hort 232 Plant Materials II	_____	3 cr
Soils 201 Soil: A Living System	_____	3 cr			
Total credit hrs		15	Total credit hrs		13
2 nd Year Fall Semester			2 nd Year Spring Semester		
Prefix and Course Title	Gr.	Cr.	Prefix and Course Title	Gr.	Cr.
LA 520 N.R. Mountain Landscape	_____	4 cr	LA 521 Cultural Interpretations	_____	4 cr
LA 530 Philosophy & Theory	_____	3 cr	LA 540 Research Methods	_____	3 cr
LA 560 Interdisciplinary Seminar	_____	3 cr	Supportive Elective	_____	3 cr
Supportive Elective	_____	3 cr	Supportive Elective	_____	3 cr
Total credit hrs		13	Total credit hrs		13
3 rd Year Fall Semester			3 rd Year Spring Semester		
Prefix and Course Title	Gr.	Cr.	Prefix and Course Title	Gr.	Cr.
LA 700 Master's Thesis	_____	2 cr	LA 700 Master's Thesis	_____	2 cr
Supportive Electives	_____	V	Supportive Electives	_____	V

Total credit hrs (min. 2 cr)		V	Total credit hrs (min. 2 cr)		V

Course Descriptions

In addition to the courses mentioned below, students will choose electives (in consultation with their advisor) to support their areas of interests and fulfill degree requirements. A complete listing of graduate courses can be found in the Graduate Catalog: <http://www.gradsch.wsu.edu/catalog.html>.

LA 101 Landscape Architecture Graphics (3 credits): Basic mechanical and freehand drawing; use of various drafting media, two- and three-D drawing, lettering, and rendering techniques. (PULLMAN)

LA 102 Introduction to Computer Graphics in Landscape Architecture (3 credits): Use of digital media applied to analysis, drafting and rendering skills; introduction to Photoshop, AutoCAD, and Illustrator. (PULLMAN)

LA 260 History of Landscape Architecture (3 credits): Historical development in the practice and profession of landscape architecture throughout the world, circa BC to present. Cooperative course taught jointly by WSU and UI (LArc 389). (PULLMAN)

LA 262 Landscape Architectural Design I (3 credits): Basic design principles and design processes at local regional scales; integration of design graphics and verbal/visual presentations. Field trip required. (PULLMAN)

LA 263 Landscape Architectural Design II (3 credits): Prereq L A 262. Basic design and graphic techniques related to solving of elementary design problems. (PULLMAN)

LA 365 Landscape Architectural Construction I (4 credits): Prereq L A 262. Basic site planning and construction operations including grading, drainage, storm water management, and construction document techniques. (PULLMAN)

LA 520 The Northern Rocky Mountain Regional Landscape (4 credits): Biophysical characteristics of the Northern Rocky Mountain regional landscape.

LA 521 Cultural Interpretations of the Regional Landscape (4 credits): Cultural characteristics of the Northern Rocky Mountain regional landscape.

LA 530 Philosophies & Theories of the Built Environment (3 credits): Focuses on systematic thought that may describe the behavior of the build environment.

LA 540 Research Methods (3 credits): Covers a variety of research methods from quantitative to technical to philosophical, directed towards qualitative research.

LA 560 Interdisciplinary Seminar I (3 credits): Explores approaches to design thinking in the topic areas of people and place, history, theory and criticism, and physical design.

LA 700 Master's Research, Thesis, and/or Examination: Variable Credit. S,F Grading.

POLICIES AND PROCEDURES

Reference Manuals

Each student is responsible for familiarizing themselves with policies and procedures as outlined by the University, the Interdisciplinary Design Institute, and the Graduate School. Below is a list of handbooks and what topics each cover:

WASHINGTON STATE UNIVERSITY

- Student Conduct <http://www.conduct.wsu.edu/>
 - Including information about standards of conduct, academic dishonesty, alcohol use policies, sexual assault and harassment policies, resources for students, dispute resolution, etc.
- Academic Regulations <http://www.registrar.wsu.edu/Registrar/Apps/AcadRegs.ASPX>
 - Including pretty much anything that has to do with admissions, registration, grades, attendance, petitions, exams, and graduation.
- Student Handbook <http://www.spokane.wsu.edu/students/current/Registrar/>
 - Very similar to the academic regulations link above, but with specific information added for Spokane students.

INTERDISCIPLINARY DESIGN INSTITUTE

The handbook for the Interdisciplinary Design Institute provides information about use of facilities and equipment, maintenance and upkeep, use of computer labs and studios, student participation, building access and computer network use policies, maps, library services and faculty contact information.

- Student Handbook
<http://www.spokane.wsu.edu/academics/Design/documents/IDIHandbookRevisedJune2009.pdf>

GRADUATE SCHOOL

The Policies and Procedures manual and the Graduate Student Code are available on the Graduate School web site at the URL listed below. Both of these documents should be read in their entirety for more detailed information.

- Policies and Procedures http://www.gradsch.wsu.edu/current-students/2008_updatedpolicies/
The policies and procedures booklet is available to each student when they are admitted to the Graduate School. It is used throughout a student's degree program. It serves as a guide to students, faculty and staff to insure that proper advising occurs leading to the completion of a graduate degree.
- Graduate Student Code http://www.gradsch.wsu.edu/current-students/2008_updatedpolicies/Thisone.pdf
The Graduate Student Code provides a code of ethics to be used as guidelines for faculty and graduate student interaction.
- Forms & Deadlines <http://www.gradsch.wsu.edu/current-students/forms/>
The Graduate School posts all electronic forms on their web site to include deadlines, application for degree, program of study, final exam scheduling form, program change form, committee change form, petition forms, guidelines for thesis, etc.

Steps Toward the Master's Degree

The following steps towards a master's degree must be completed:

Committee Chair

Upon admission, each student will work with the MSLA Coordinator for initial orientation. The MSLA Coordinator will work with the student to determine an appropriate Chair and thesis committee, and to develop a tentative program of study.

The Chair is chosen once the thesis direction has been decided. Students should approach the faculty they wish to serve in this position and ask if he/she will agree to do so. Once a faculty member has agreed to serve in this position, students will work with this person closely to develop the program of study and to steer the thesis focus.

The Chair must be a landscape architecture faculty member and hold a degree of comparable level to that degree sought by the candidate. The Chair of the Department of Horticulture and Landscape Architecture may approve a Chair outside of the landscape architecture faculty, on an individual basis. The Chair will advise and supervise course work and research in preparation for the thesis Final Oral Defense.

Master's Committee

The members of the master's committee are selected and identified on the program of study <http://www.gradsch.wsu.edu/current-students/forms/>, upon consultation with the Chair. The master's committee is to be constituted of three faculty members (including the Chair) who hold either masters or doctoral degrees.

Replacement of Committee Members

Replacement of the Chair or other committee members may be requested by a master's student. The criteria for approving such requests are established by the MSLA Coordinator.

Any of the committee members, including the Chair, may request release from committee membership, with consent of the student. The mechanism used for approval of committee members is also the mechanism by which requests for release from committee membership are considered. In unusual circumstances, faculty may request release from committee membership without the consent of the student. Examples of these situations include a) conflict of interest, b) the faculty member leaving the University, and c) the student changing the thesis topic.

Upon any committee changes, a formal request must be submitted to the Graduate School using a committee change form: <http://www.gradsch.wsu.edu/current-students/forms/>.

Program of Study

The program of study is a record of all course work completed and proposed that will be used in fulfillment of degree requirements and research requirements, including any minimum number of research credits. In consultation with the Chair, students plan their studies so that all courses contribute to a rationally unified array of classroom work and independent research. Courses taken in prior graduate level programs (deemed appropriate by Chair of Department and approved by the Graduate School) may be used on the program of study.

Prior approval for use of human subjects or animals in research is required. If the student plans to utilize human or animal subjects for research, the Office of Grant and Research Development of the Laboratory Animal Resources Center must be contacted. The Graduate School requires verification that University approval has been granted. The human subject approval form is located at <http://www.ogrd.wsu.edu/forms.asp>.

Students will complete the program of study form located on the Graduate School web site: <http://www.gradsch.wsu.edu/current-students/forms/>. The student's committee chair, master's committee members, and the Chair of the Department of Horticulture and Landscape Architecture must all approve and sign the program of study before submission to the Graduate School.

Changes needing to be made after submission of the program of study are to be requested on a program change form: <http://www.gradsch.wsu.edu/current-students/forms/>. Changes must be approved by the student's committee chair, Chair of the Department of Horticulture and Landscape Architecture, and the Graduate School.

Application for Master's Degree

The application for degree <http://www.gradsch.wsu.edu/current-students/forms/> should be submitted at least one semester before the final oral examination is scheduled so that students can be notified of graduate requirements before enrolling in their last semester. New degree application is required if a student does not complete all requirements during the semester of application. Students should pay the graduation fee (\$50.00) at the same time the application is submitted.

The Thesis Defense (Final Exam)

Students must be registered for a minimum of two credits of LA 700 at the beginning of the semester in which the final exam is to be taken.

The subject of the thesis defense is the thesis itself. The thesis defense is intended to test the candidate's ability to carry out a critical dialogue integrating and interpreting material in the major and supporting fields with emphasis on the work presented in the research thesis. Examinations are to be held in an academic environment during academic sessions (fall, spring or summer) and are open to the public.

Before being allowed to schedule the final oral exam, a student must submit a draft copy of the thesis to the Chair. The Chair is charged with the responsibility of determining the readiness of the thesis for defense. The student next submits a draft of the thesis to each member of the master's examining committee. All committee members must read the thesis in its entirety. Students should reference the Master's Timeline for Completion of a Project or Thesis for detailed instructions regarding deadlines and procedures for scheduling and conducting the oral defense.

After committee members have read the thesis, they advise the Chair on the readiness for the defense. If substantial revisions are necessary, they must be completed before the date is confirmed. The Chair contacts the student to schedule the defense date. When committee members sign the scheduling form, they indicate that a typed thesis, suitable in format and content for submission to the Library has been given their approval. They also indicate their acceptance of the time, date and location of the final examination.

Students can request to schedule their defense using the final exam scheduling form: <http://www.gradsch.wsu.edu/current-students/forms/>. The form must be submitted to the Graduate School at least 10 working days prior to the examination date. The Graduate School will schedule the student's final examination (defense) upon receipt of the completed scheduling form and a properly formatted, typed copy of the thesis. A copy of the thesis must be available for public inspection at least 10 working days prior to the exam.

The final exam is normally one hour in duration and is limited to one and one-half hours. The candidate shall pass if the number of affirmative votes is equal to or greater than the minimum listed in the table below. In the event of a failed examination, a second and final attempt may be scheduled at the request of the major department after a lapse of at least three months.

Number of Examiners Qualified to Vote	Minimum Number of Examiners Voting to Pass
3	2
4	3
5	4
6	4

Time Limits for Completion of Master’s Degree

The time limit for use of graduate credit toward a master’s degree is six years from the beginning date of the earliest course applied toward the degree. The Graduate School recognizes that part-time students may require a longer completion period. As appropriate, departments may request an extension of this time limit.

Continuous Enrollment Policy

All full and part-time degree-seeking graduate students must maintain continuous enrollment in the Graduate School, registering for each semester, excluding summer sessions, from the time of first enrollment until all requirements for the degree are completed except for periods during which the student is on official graduate leave status. ***Continuous enrollment is maintained by registering for a minimum of 2 graduate credits per semester (excluding the summer), or by registering for continuous enrollment status in UNIV 698 at a reduced tuition rate (\$50 per semester; no credit is earned).*** International students who enroll for less than 10 credits must be approved by OISS, in consultation with the Graduate School, prior to part-time enrollment during the academic year. *Official and unofficial leaves of absence are included in the time limits to complete a degree.* Official leaves of absence are explained in section 3 below.

Registering for continuous enrollment status allows a graduate student access to academic resources (i.e., faculty and staff counsel), the University libraries, and other resources like Health and Wellness Services if the appropriate fees are paid. It also allows a graduate student to maintain eligibility for student health insurance on a self-pay basis for up to two consecutive semesters, if the student was a participant in the student health insurance plan immediately preceding continuous enrollment status.

A degree-seeking graduate student who fails to maintain continuous enrollment or official leave status and who is absent for up to two consecutive semesters (excluding the summer) must complete the Reenrollment form. Reenrollment requires a nonrefundable processing fee. A Reenrollment form must be completed and the nonrefundable fee must be paid before the student can register for credits.

A degree-seeking graduate student who fails to maintain continuous enrollment or official leave status and who is absent for more than two consecutive semesters (excluding the summer) is required to reapply and pay a nonrefundable application fee to the Graduate School if he/she wishes to be considered for readmission to a program. Readmission is not guaranteed.

CULMINATING EXPERIENCE

Master's Thesis

The purpose of the thesis is to demonstrate the candidate's mastery of the field. This is accomplished through a focused research exercise involving the application of analytical and synthetic skills, taught in the graduate core curriculum, to an aspect of landscape architecture of special interest to you.

A thesis developed at the master's level is a scholarly research report that thoroughly investigates and analyzes a selected topic based on a theoretical framework and empirical data. The writer, to reach general conclusions or a broad synthesis, extends the subject further. The end product is a fully developed thesis that conforms to the guidelines of the Graduate School. The thesis is submitted to the Graduate School and also becomes part of the department's permanent records.

The quality of the thesis represents the competence of the graduate candidate. It must be conceptually clear, carefully designed, and thoroughly executed. The product must be presented in a style that reflects the candidate's ability to complete and polish the work. The effort involved must be impeccably documented both in oral defense and in the finished product submitted to the department and the Graduate School.

The Graduate School provides strict guidelines that need to be followed when writing the thesis document in the Dissertation and Thesis Guidelines packet: <http://www.gradsch.wsu.edu/current-students/forms/>. Copies of previous thesis documents are located in the Resource Room in the Second Floor Studio, Room 254.

Substance and Scope of the Thesis

The thesis may focus on any of a wide range of topics and the investigation can proceed deductively or inductively. The research may depend entirely on secondary source (published literature, reports and other documents), or may involve primary data collection (through field work, observations, interviews, surveys). It may be exploratory, qualitative and speculative, or circumscribed, quantitative and definitive.

Given the wide range of possible topics and investigative approaches available, you must develop a research strategy that best fits the subject being studied. You develop this strategy in consultation with your Chair based on the state of knowledge and theory regarding the topic as well as its feasibility. It is not a quick decision but one that is made as you progress through the required curriculum and in preparation for the thesis.

Essential Components of Master's Thesis Research

There are several activities that must be accomplished during the preparation of the thesis. Some are initiated early, some continue throughout and some represent discrete decisions. Some literally become chapters in the final product, others contribute to the reasoning more indirectly. The following comments highlight key activities:

1. Literature review. The literature review must be initiated early during the exploration of possible topics because you need to determine what is already known and unknown about the topic and how others have studied it. This is a conventional library research activity that should lead to a preliminary annotated bibliography for the thesis. You should begin using a citation system acceptable for the thesis at this time. Computer programs such as Endnote, Procite or Reference Manager are very helpful in setting up a citation system and cut a lot of time out of the end process of writing the thesis.

The literature review usually involves several categories of literature. First there is information regarding the topic of investigation itself. Next there is information regarding the relevance of the topic to landscape architecture or design in general. Of equal importance is information regarding the research strategy or analytical framework for the thesis. An important task during the literature review is the classification of appropriate material.

The literature review must be broad as well, drawing from monographs, journals and other published reports. You should attempt to locate the most recent material. Also, you should be sensitive to the quality of literature reviewed and must judge among inconsistent or contradictory findings what is applicable to the thesis. The documentation of the review may be incorporated in the thesis in a number of ways. Most typically a chapter is dedicated to the literature review. However, documentation of the literature may be distributed throughout the paper.

2. **Course review.** One purpose of the thesis is to synthesize your understanding of the field. A thoughtful review of coursework with your major professor (Chair) supports your exploration of topics for the thesis. You should screen both required courses and elective courses for ideas, approaches, and techniques that can be applied in the thesis. Specifically, you should look for relationships among the material taught in different courses that can be used in the development of the thesis.

The course review contributes directly to the literature review in that it identifies both categories and sources to include. While it contributes directly to the development of your topic, it does not appear as a written chapter in the thesis.

3. **Prospectus and committee.** A written prospectus becomes a contract between the student and the thesis committee regarding the topic, methodology and schedule for completion. It represents a transformation or narrowing of a general topic into a specific thesis proposal. The prospectus should be well thought out and well written so that there is no question how the thesis is to be pursued. It is a plan and a commitment on both your part and your committee's. You want the committee to be satisfied that the topic is clear, that the research approach is manageable, and that you have the capability and the resources to complete the work. Once the prospectus has been approved, a copy should be filed with the Academic Coordinator. The following points should be covered:
 - a. Statement of topic to be addressed. This should include specific researchable questions.
 - b. A justification of the relevance and importance of the topic to interior design or the design disciplines in general.
 - c. Brief discussion of the theoretical context or logical framework for the investigation.
 - d. A thorough explanation of the research methodology or analytical approach to be followed.
 - e. Identification of information sources.
 - f. Specification of product.
 - g. Tentative chapter outline.
 - h. Schedule of work program.
 - i. Identification of any necessary support services or special circumstances (e.g. human subjects approval).
 - j. Preliminary literature review or annotated bibliography.
4. **Research and writing.** Sections or chapters of the thesis need to be written in draft form as the research is executed. The prospectus provides the preliminary literature review and methodology so that you can focus on writing up the research findings and analysis as they are conducted. The chapters should not be written in the order

that they will finally appear in the thesis. The thesis should *not* be a play-by-play description of the research process. It should summarize the approach, discuss the findings, analyze the results, and present the conclusions. The introduction should be written last because it is a revision of the prospectus from a statement of what was planned to a statement of what was actually accomplished.

5. Revision, editing, and polishing. Once all sections are drafted, the thesis is ready to be assembled as a completed document. At this point the chapter outline or order within the chapters may need revision to reinforce the logic of the argument that emerges. Chapter titles, headings, introductions and conclusions need to be written or revised. Illustrations and format become important to show the coherence of the entire document. Editing for clarity and consistency begins to polish the thesis.
6. Oral Defense. The final conceptual stage is the oral defense of the thesis. The document should be generally satisfactory to the committee members before the formal defense is scheduled. Then the defense becomes a review of what the student planned, how the investigation was executed and how the results were presented. Any reservations about procedures, omission or question of interpretation may be raised. Once the committee is satisfied with the student's oral response they may accept the document as is, or require corrections before the thesis is officially approved.
7. Filing. Final approved copies of the thesis must be submitted as follows: one copy to the Graduate School as specified on the Graduate School web site (<http://gradsch.wsu.edu/current-students/DISSANDTHESES.pdf>); one copy to the department. The chair and other members of the committee may also require additional copies.
8. Publishing. You are encouraged to seek opportunities to publish all or part of your thesis document in appropriate scholarly journals or outlets. Standard protocol for publications is that you are listed as the first author and your committee chair/major advisor is listed as second author. Other members of the committee may be listed as third and fourth authors depending on their contributions to the final work. It is a good idea not to leave your final defense without a discussion with your committee regarding publications and authorship. If you do not initiate the publication of your thesis within a year its filing, it is reasonable for your committee chair to use the thesis work to generate a scholarly article on your behalf. In this case you may be listed as second author, depending on the approach and your involvement writing the article.

Bibliography

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Elbow, P. 1998. Writing With Power: Techniques for Mastering the Writing Process.

Feak, Christine, and John M. Swales. 1994. Academic Writing for Graduate Students: Essential Tasks and Skills: A Course for Nonnative Speakers of English.

Madsen, David. 1992. Successful Dissertations and Theses: A Guide to Graduate Student Research from Proposal to Completion. San Francisco: Jossey-Bass.

Turabian, Kate. 1996. A Manual for Writers of Term Papers, Theses, and Dissertations (Chicago Guides to Writing, Editing, and Publishing)

Zerubayel, E. 1999. The Clockwork Muse: A Practical Guide to Writing Theses, Dissertations and Books.

FACULTY PROFILES

Landscape Architecture

The Landscape Architecture faculty mentor graduate students by advising and teaching, making contributions to research methods seminars, supervising independent study projects and serving on graduate committees. Students choose major advisors and committee chairs with compatible interests for study and research.

Kerry Brooks, MUP, PhD

Associate Professor; Director, GIS & Simulation Laboratory

Research: Geographic information systems, visualization, land use and environmental planning; image processing and remote sensing; planning research methods and applications.

E-mail: kerrybrooks@wsu.edu

Jolie Kaytes, MLA

Assistant Professor & Graduate Coordinator (Pullman campus)

Research: Writing and design; science gardens; landscape representation; meaning of experimentation in design and science; design education.

E-mail: jolie@wsu.edu

Bob Scarfo, MLA, PhD

Associate Professor & Graduate Coordinator (Spokane campus)

Research: Spatial implications of successful aging; social basis of design; neighborhood and small town planning and design as related to health.

E-mail: scarfo@wsu.edu

Ken Struckmeyer, MS

Associate Professor (Pullman campus)

Research: Teaching design; student advising; international education.

E-mail: kast@wsu.edu

Phil Waite, MA

Assistant Professor (Pullman campus)

Research: Sustainable design & development; sustainable agriculture; farming on the urban fringe; issues on the urban/suburban rural interface.

E-mail: pswaite@wsu.edu

Interdisciplinary Design

Faculty members from other disciplines within the Interdisciplinary Design Institute or the University at-large may be used for the master's committee as approved by the Chair of the Department. For complete faculty bio information, visit <http://www.idi.spokane.wsu.edu>.

John Abell, M.Arch, PhD, AIA

Associate Professor, Architecture

Research: architectural design and its relations with the histories and theories of design, aesthetic experience and representation, spatial empathy, urban material culture, material technologies, generative processes and investigative practices of design.

E-mail: abellj@wsu.edu

Nancy Blossom, MA, FIDEC, IIDA

Professor, Interior Design; Director, Interdisciplinary Design Institute

Research: history/theory/criticism, environment-behavior relationships, curriculum and pedagogy.

E-mail: blossom@wsu.edu

Matthew Cohen, M.Arch

Associate Professor, Architecture

Research: medieval and Renaissance design principles, American vernacular architecture and urbanism, observation-based research methodologies.

E-mail: cohenm@wsu.edu

Janetta McCoy, MS, PhD

Associate Professor & Graduate Coordinator, Interior Design

Research: the impact of the physical work environment on the intellectual and physical performance of people within organizations; leadership in design and creative teamwork; stress as an outcome of the work environment; gender bias in teaching evaluations; design for children with autism and development disabilities.

E-mail: janettamccoy@wsu.edu

Matt Melcher, M.Arch

Associate Professor, Interior Design

Research: poetics of assembly, detail and materiality, graphic communication, and representative; urban space as interior design; light and phenomenology; process as product in the design discipline.

E-mail: melcher@wsu.edu

Jo Ann Asher Thompson, MA, PhD, FIDEC, FIIDA

Professor, Interior Design

Research: environment-behavior relationships; distance learning education; cognitive perceptions of interior space; linking education and practice; criticism and theory.

E-mail: jatadm@wsu.edu

John Turpin, PhD

Associate Professor, Department Chair Interior Design

Research: interior design history; women's studies in interior design; design criticism and theory.

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David Wang, M.Arch, PhD, RA

Professor, Architecture

Research: art and architectural aesthetics; east-west philosophies of architecture, research methods for architecture.

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ADMINISTRATIVE STAFF

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APPLICATION GUIDELINES

PRIORITY APPLICATION DEADLINE:

January 10; late applications for domestic students considered on a space available basis

Graduate School

Submit the following items directly to the Graduate School, Washington State University, P.O. Box 641030, Pullman, WA 99164-1030:

- Electronic Graduate School application and application fee of \$50 (paid by Visa or MasterCard). Complete the application at: <http://www.gradsch.wsu.edu/howtoapply.htm>.
- Official transcripts from each of the following:
 - Colleges or universities from which any degrees have been granted or are expected and those transcripts that show the last 60 graded semester or 90 graded quarter hours of undergraduate work taken.
 - Colleges or universities showing graded graduate level (including doctoral) coursework taken after the bachelor's degree.
 - Students intending to request transfer credit for their Program of Study will need to submit official transcripts from colleges and universities showing such credit. Transfer credit is subject to Graduate School and departmental approval and maximum allowable limits.
 - NOTE: Official transcripts are those sent directly from the registrar of the institution at which the work was done. Transcripts that are not sent directly from the registrar to the Graduate School or that are issued to the student are not acceptable. Transcripts are not required for previous work at Washington State University.
 - A 3.0 GPA in the last 60 graded semester or 90 graded quarter hours of undergraduate work; or 12 graded hours of Graduate level work is required. Applicants with a lower GPA may be admitted on a limited basis.
- Names and contact information for three references. Your references will automatically be contacted through the application system and asked to submit electronically a recommendation form. Since their recommendations will come directly to the Graduate School once they have submitted the electronic version, there is no need for a paper recommendation. Please contact these references to be sure they are willing to respond to your request for a recommendation and ask them to discuss your leadership, academic standards, and skills as they pertain to your primary interest area.
- Financial Information (for international applicants only) as requested by the Graduate School.
- Official TOEFL scores (for international applicants only) with a minimum of 550 paper test or 213 computer test. Scores must be less than two years old from the date of expected entry into WSU. The institution code for WSU is 4705. Admission to the IALC, or completion of IALC level 6, does not guarantee subsequent admission to the MS Landscape Architecture program.

Department

Please submit the following items for evaluation directly to: Jaime Rice, Interdisciplinary Design Institute, Washington State University Spokane, P.O. Box 1495, Spokane, WA 99210-1495*:

- Notification of on-line application completion to Jaime Rice (jlrice@wsu.edu).
- A personal statement addressing 1) the applicant's interest in pursuing the MSLA; 2) the applicant's anticipated career path and 3) the applicant's specific areas of research interest. The statement is generally one to two pages in length.
- A written essay or other visual evidence that demonstrates creativity. Exhibits of work will only be returned when accompanied by a self-addressed envelope with the appropriate pre-paid postage included.

***Please use the following address for all parcel, express packages (non-USPS), and freight:**

Jaime L. Rice, Washington State University Spokane, Interdisciplinary Design Institute, 412 E. Spokane Falls Blvd, Spokane, WA 99202

FINANCING YOUR EDUCATION

Financial Aid

Current information about tuition, fees, and estimated expenses are located on the WSU Spokane Student Services web site:

<http://www.spokane.wsu.edu/students/current/FinancialAid/TuitionFees.asp>

Federal loan information is located on the following web site:

- <http://www.fafsa.ed.gov/>.

Need based financial aid information is available through the university's Office of Student Financial Aid. The Spokane campus contact is Liz West, (509) 358-7534, weste@wsu.edu, located in the Academic Center, Suite 130.

Graduate Assistantships

Graduate assistantships are typically not available for the MS Landscape Architecture program. Prospective students interested in consideration for graduate assistantship appointments or other campus employment opportunities should contact Academic Coordinator Jaime Rice (jlrice@wsu.edu) for further information.