

**THEA 3304:001 SPECIAL TOPICS INTERIOR DESIGN - CROSSLISTED  
WITH: IT 3301:001 INTERIOR CONSTRUCTION**

SUL ROSS STATE UNIVERSITY

**COURSE SYLLABUS, FALL 2021**

**CLASS MEETS MWF 10-10:50 IN FAB 207 CLASSROOM**

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**REQUIRED TEXT:** Construction Drawings and Details for Interiors by Otie Kilmer and Rosemary Kilmer

**DESCRIPTION OF COURSE:**

A guide on preparing manual construction drawings for the field of interior design and architecture to develop a set of standards and techniques as you grow in your field of choice.

**GOALS OF COURSE:**

1. To gain basic knowledge and understanding of drawing as communication
2. To gain basic knowledge and understanding of manual drafting with tools of the trade
3. To participate in oral discussions and visual presentations of your work

**COURSE REQUIREMENTS:**

Attendance and participation: Regular communication is expected and you should be prepared to contribute to class discussion and ask questions of the material when class meeting is in session. Come to class prepared to work with supplies to be used during class.

Attendance for class meetings are required each week. Class participation is essential to this course toward your overall grade. Those who do not attend class prepared and on time will not succeed.

Three (3) absences of any session will lower overall grade 10 pts., and each subsequent absence of session will lower grade an additional 5 pts.

Absences may be counted as excused **only** under the following conditions and with proper documentation:

1. **University approved/sponsored athletic, forensic, and similar trips (arranged IN ADVANCE through a memo from the faculty sponsor).**
2. **Illness that results in a doctor's visit—or the University Clinic (verified by a doctor's note or copy of the bill showing the date).**
3. **Death in the family or other catastrophe (verified with appropriate documentation)**

#### **OTHER REQUIREMENTS:**

1. A working SRSU e-mail account. **It is not recommended to use outside emails like gmail or yahoo emails. This class must be communicating via SRSU official emails only. Check daily, especially before class.**
2. A working SRSU blackboard account to access all slides/handouts/announcements, etc.
3. A 2" notebook binder with pockets to keep all handouts and notebook paper. I highly recommend that all students take good notes each class period.
4. Art supplies as instructed for assignments.
5. Outside research.

#### **MARKETABLE SKILLS:**

Strong oral and written communication skills (through drawings) to be good problem solvers.

Strong analytical/critical thinking skills to be good problem solvers.

**FORMAT OF ASSIGNMENTS:** All written assignments should be typewritten in 12-point type. Times New Roman or Ariel font, double-spaced with 1-inch margins, and free of errors. PLEASE PROOF YOUR WORK. You will be graded on both the content of your ideas and the clarity and accuracy of your writing. **All written assignments should be submitted as a Microsoft word document and emailed to the instructor.**

**All other assignments must be submitted on or before the due date.** Assignments, not completed or turned in on time, will receive one half credit of grade up to two (2) days after the due date. Papers and assignments will not be accepted after two days. **Students are responsible for unattended classes so that you do not fall behind.**

The information in the syllabus, other than grade and absence policies, may be subject to change as to meet the needs of this particular class with reasonable advance notice. Course content, including lectures, are copyrighted material and students may not sell notes taken during the conduct of the course.

## **GRADES:**

Grades will be based on the following criteria:

25% of overall grade will be based on participation and class attendance

25% will be based on completion of assignments/quizzes.

25% will be based on completion of a midterm

25% Final presentations of your portfolio of work; final to be discussed later

Grading Criteria:

A= 100% - 90%

B=89%-80%

C=79%-70%

D=69%-60%

F=below 60%

Americans with Disabilities Act: Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is the student's responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact Rebecca Wren, Counseling and Accessibility Services, Ferguson Hall, Suite 112, 432-837-8203, [Rebecca.wren@sulross.edu](mailto:Rebecca.wren@sulross.edu)

## **STUDENT CONDUCT AND ETHICS:**

It is expected that any work done for this class is originally done by the student and is for this class. Any form of plagiarism is subject to strong disciplinary action and can lead to dismissal. All students as part of their obligation to the University assume the responsibility to exhibit in their academic performance the qualities of honesty and integrity. All forms of student dishonesty, which may include but not be limited to; cheating, fabrication, facilitating academic dishonesty and plagiarism are subject to disciplinary action. Students are responsible for all material, in the syllabus, notes, handouts, announcements and other information given in class, even if they are not in attendance. Do not expect the instructor to give an individualized lecture if you miss class. Further, you are responsible for getting to class on time, and for being prepared. Please give to others the courtesy of listening attentively while they speak.

## **ACADEMIC DISHONESTY/INTEGRITY:**

The University expects all students to engage in all academic pursuits in a manner that is beyond reproach and to maintain complete honesty and integrity in the academic experiences both in and out of their classroom. The University may initiate disciplinary proceedings against a student accused of any form of academic dishonesty, including but not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials. <https://library.sulross.edu/research-basics/about-plagiarism/>

## **ACADEMIC RIGOR:**

Academic rigor means a consistent expectation of excellence and aspiration to significant achievement. It should pervade the entire atmosphere of the University--teaching and learning, curriculum, evaluation of students and faculty, outreach, admissions, advising, and student life.

## **STUDENT SERVICES:**

Student services are designed to assist students in the development of their full academic potential and to motivate them to become self-directed learners. Students can find support for services such as skills assessment, individual or group tutorials, subject advising, learning assistance, summer academic preparation and basic skills development. Visit:

<https://www.sulross.edu/section/311/student-support-services>

## **SRSU Library Services**

The Sul Ross Library offers FREE resources and services to the entire SRSU community. Access and borrow books, articles, and more by visiting the library's website, [library.sulross.edu](http://library.sulross.edu). Off-campus access requires your LoboID and password. Check out materials using your photo ID. Librarians are a tremendous resource for your coursework and can be reached in person, by email ([srsulibrary@sulross.edu](mailto:srsulibrary@sulross.edu)), or phone (432-837-8123).

**COURSE CALENDAR:** A semester course calendar will be available to students and will be discussed in class the first day. This will be posted on blackboard for easy reference but you will be given this calendar the first day to keep in your notebooks.

**SUPPLIES LIST:** The instructor will provide you with a list of supplies which you must purchase in order to complete the assignments for this class. I will provide you some supplies to be used for this class and to be returned at the end of the semester. You are to keep these supplies in good condition to last the entire semester. In addition, it is expected for students to have their own extra supplies and to bring these to class each time we meet.