SECTION A. INSTITUTIONAL CHARACTERISTICS

1. Program Contact Information:

Name	University of Memphis
Title	Department of Architecture
Office Phone Number	901.678.2724
Fax Number	901.678.1755
Email	architecture@memphis.edu

2. Institution Type:

Public

3. Carnegie Classification:

a. Basic Classification:	DRU: Doctoral/Research Universities
b. Undergraduate Instructional Program:	Bal/HGC: Balanced arts & sciences/professions, high graduate coexistence
c. Graduate Instructional Program:	CompDoc/NMedVet: Comprehensive doctoral (no medical/veterinary)
d. Size and Setting:	L4/NR: Large four-year, primarily nonresidential

4. Which regional accreditation agency accredits your institution?

Southern Association of Colleges and Schools (SACS)

5. In which ACSA region is the institution located?

Southeast

6. Who has direct administrative responsibility for the architecture program?

Name	Michael Hagge
Title	Professor + Chair
Office Phone Number	901.678.2724
Fax Number	901.678.1755
Email	mdhagge@memphis.edu

7. To whom should inquiries regarding this questionnaire to be addressed?

Name	Michael Hagge
Title	Professor + Chair
Office Phone Number	901.678.2724
Fax Number	901.678.1755
Email	mdhagge@memphis.edu

8. Who is the university administrator responsible for verifying data (and completing IPEDS reports) at your institution?

Name	Gary Donhardt
Title	Director, Institutional Research
Office Phone Number	901.678.2231
Fax Number	901.678.5138
Email	donhardt@memphis.edu

9. Institutional Test Scores

a. SAT

Critical Reading
25th percentile SAT score:
75th percentile SAT score:
Mathematics
25th percentile SAT score:
75th percentile SAT score:

Writing
25th percentile SAT score:
75th percentile SAT score:

b. ACT
25th percentile ACT score: <u>19</u>
75th percentile ACT score: <u>25</u>

c. Graduate Record Examination (GRE)
Verbal: <u>470</u> (200-800)
Quantitative: <u>420</u> (200-800)
Analytical: (0.0 – 6.0)

SECTION B – NAAB-ACCREDITED ARCHITECTURE PROGRAMS

1. DEGREE PROGRAMS
  a. Which NAAB accredited / candidate degree programs were offered during the last fiscal year? (B. Arch, M. Arch, D. Arch)

  Accredited
  N/A
  Candidate
  M. Architecture Cand
  b. Did your institution offer any pre-professional architecture degree programs during the last fiscal year? Yes

Degree Type	Available?	Full Degree Title
Bachelor of Architectural Studies	No	
Bachelor of Arts	No	
Bachelor of Design	No	
Bachelor of Environmental Design	No	
Bachelor of Fine Arts	Yes	Bachelor of Fine Arts in Architecture
Bachelor of Science	No	
Other	No	

  c. Did your institution offer any post-professional architecture degree programs during the last fiscal year?

Full Degree Title
Master of Architecture

2. **Does your institution have plans to initiate any new NAAB-accredited degree programs?**
No

3. Does your institution have plans to discontinue any of its NAAB-accredited degree programs?
No

4. What academic year calendar type does your institution have?
2 Semesters or Trimester

5. Credit Hours for Completion for each program:

  a. Indicate the total number of credit hours taken at your institution to earn each NAAB accredited/candidate degree program offered by your institution:

        a. M. Architecture undergraduate (five years, no baccalaureate degree awarded prior): 0
        b. M. Architecture Pre-Professional (degree designed for candidates who have a pre-professional degree in architecture): 188
        c. M. Architecture Non-Pre-Professional (degree designed for candidates who have an undergraduate degree in a descipline other than architecture): 0
        d.

b. By degree, what is the distribution of credit hours in the following: General Education, Professional, and Electives?
        a. M. Architecture undergraduate:
        b. General Education: 0
        c. Professional: 0
        d. Electives: 0
        e. M. Architecture Pre-Professional:
        f. General Education: 41
        g. Professional: 129
        h. Electives: 18
        i. M. Architecture Non-Pre-Professional:
        j. General Education: 0
        k. Professional: 0
        l. Electives: 0
        m.

6. Average credit hours per student per term by degree program?
    M. Architecture undergraduate: 0

M. Architecture Pre-Professional: 15

M. Architecture Non-Pre-Professional: 0

7. Is your degree program(s) offered in whole, or in part, at more than one campus or location? [no response needed in ARS print out]

SECTION C –TUITION, FEES AND FINANCIAL SUPPORT FOR STUDENTS IN NAAB-ACCREDITED PROGRAMS

1. Tuition is defined as "the amount of tuition and required fees covering a full academic year most frequently charged to students for instructional services."
    a. What were the tuition and fees for the institution for the last fiscal year?
        M. Architecture: Full-Time Student (In-State) $5155.00 (Tuition), $240.00 (Fees); Full-Time Student (Out-of-State) $11615.00 (Tuition), $240.00 (Fees); Part-Time Student (In-State) $1529.00 (Tuition), $60.00 (Fees); Part-Time Student (Out-of-State) $3392.00 (Tuition), $60.00 (Fees)

    b. Does the institution offer discounted or differential tuition for a NAAB-accredited degree program? No

    c. Is a summer session required for any portion of your accredited degree program(s)? If yes, what is the additional tuition and fees for the summer program? No

    d. Does the institution offer discounted or differential tuition for summer courses for a NAAB accredited degree program? No

2. Financial Aid: What was the percent of students financial aid at both the institutional and architecture program levels (grants, loans, assistantships, scholarships, fellowships, tuition waivers, tuition discounts, veteran's benefits, employer aid [tuition reimbursement] and other monies [other than from relatives/friends] provided to students to meet expenses? *This includes Title IV subsidized and unsubsidized loans provided directly to student) provided by the institution to students enrolled in each program(s) leading to a NAAB accredited degree during the last fiscal year.*

Grant Type	% Students Receiving Aid	Average Amount by Types of Aid
a. Institution Federal Grants	70%	4010
a. Institution State/Local Grants	47%	3918
a. Institution Institutional Grants	24%	4835
a. Institution Student Loans	88%	7829
b. Architecture Program Federal Grants	56%	4882
b. Architecture Program State/Local Grants	47%	4790
b. Architecture Program Institutional Grants	23%	3738
b. Architecture Program Student Loans	36%	13895

3. Graduate Assistantships (What was the total number of graduate-level students employed on a part-time basis for the primary purpose of assisting in classroom or laboratory instruction or in the conduct of research during the last fiscal year (Jul 1 – Jun 30) within the NAAB-accredited programs offered by your institution? *Please include: graduate assistant, teaching assistant, teaching associate, teaching fellow or research assistant in your calculation.* **10**

SECTION D – STUDENT CHARACTERITICS FOR NAAB-ACCREDITED AND PREPROFESSIONAL DEGREE PROGRAMS

1. Entering Students:
M. Architecture: 6

Race	Male Full Time	Male Part Time	Female Full Time	Female Part Time	TOTAL Full Time	TOTAL Part Time	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0
Black or African American	1	0	0	0	1	0	1
Hispanic/Latino	0	0	0	0	0	0	0
White	3	1	1	0	4	1	5
Two or more races	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0
TOTAL	4	1	1	0	5	1	6

Pre-Professional: 51

Race	Male Full Time	Male Part Time	Female Full Time	Female Part Time	TOTAL Full Time	TOTAL Part Time	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0
Black or African American	12	0	8	0	20	0	20
Hispanic/Latino	3	0	1	0	4	0	4
White	14	0	8	0	22	0	22
Two or more races	0	0	3	0	3	0	3
Nonresident alien	2	0	0	0	2	0	2
Race and ethnicity unknown	0	0	0	0	0	0	0
TOTAL	31	0	20	0	51	0	51

2. Total undergraduate/graduate architecture enrollment in NAAB accredited program by race/ethnicity.

M. Architecture   16

Race	Male Full Time	Male Part Time	Female Full Time	Female Part Time	TOTAL Full Time	TOTAL Part Time	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	0	0	2	1	2	1	3
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0
Black or African American	4	0	0	0	4	0	4
Hispanic/Latino	0	0	0	0	0	0	0
White	4	1	2	1	6	2	8
Two or more races	1	0	0	0	1	0	1
Nonresident alien	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0
TOTAL	9	1	4	2	13	3	16

Pre-Professional   101

Race	Male Full Time	Male Part Time	Female Full Time	Female Part Time	TOTAL Full Time	TOTAL Part Time	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	4	0	0	0	4	0	4
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0
Black or African American	24	0	15	0	39	0	39
Hispanic/Latino	3	0	4	0	7	0	7
White	30	0	15	0	45	0	45
Two or more races	3	0	3	0	6	0	6
Nonresident alien	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0
TOTAL	64	0	37	0	101	0	101

SECTION E -- DEGREES AWARDED

1. What is the total number of NAAB-accredited degrees that were awarded in the last fiscal year?
M. Architecture:

Race	Male	Female	TOTAL
American Indian or Alaska Native	0	0	0
Asian	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0
Black or African American	2	0	2
Hispanic/Latino	0	0	0
White	1	1	2
Two or more races	0	0	0
Nonresident alien	1	2	3
Race and ethnicity unknown	0	0	0
TOTAL	4	3	7

Pre-Professional:

Race	Male	Female	TOTAL
American Indian or Alaska Native	0	0	0
Asian	3	0	3
Native Hawaiian or other Pacific Islander	0	0	0
Black or African American	1	0	1
Hispanic/Latino	0	1	1
White	9	1	10
Two or more races	0	0	0
Nonresident alien	0	0	0
Race and ethnicity unknown	0	0	0
TOTAL	13	2	15

2. Time to Completion/Graduation
a. Time to completion equals the total number of semesters/quarters to complete the degree:

b. Percentage of students that graduate in "normal time to completion":

3. Graduation rate for B. Arch programs:

SECTION F -- RESOURCES FOR NAAB-ACCREDITED PROGRAMS

1. Total number of catalogued titles in the architecture library collection within the institutional library system (Main Campus; Other locations – links from B8). 5061

2. Total number of catalogued titles that have Library of Congress NA or Dewey 720-729 (Main Campus; Other locations – links from B8).   5525

3. What is the total number of permanent workstations (studio desks) that can be assigned to students enrolled in design studios? 112

4. Please indicate which of the following: labs, shop, and other learning resources available to all students enrolled in NAAB-accredited degree program(s).   No

5. Please indicate which of the following learning resources are available to all students enrolled in NAAB-accredited degree programs(s). [no response needed in ARS print out]

6. Financial Resources
      a. Total Revenue from all sources $898363

      b. Expenditures
          i. Instruction $771984
          ii. Capital $0
          iii. Overhead $104912

      c. Per Student Expenditure: What is the average per student expenditure for students enrolled in a NAAB accredited degree program. *This is the total amount of goods and services, per student, used to produce the educational services provided by the NAAB-accredited program.*
          Instruction + Overhead / FTE Enrollment: 7495

SECTION G - HUMAN RESOURCE SUMMARY (Architecture Program)

1. Credit Hours Taught (needs definition and perhaps example)
      a. Total credit hours taught by full time faculty: 60
      b. Total credit hours taught by part time faculty: 0
      c. Total credit hours taught by adjunct faculty: 6

2. Instructional Faculty
    a. Full-time Instructional Faculty (Professor, Associate Professor, Assistant Professor, Instructor):
    Full Time Professor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	0	0	0	0	0	0	0	0	0
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0

    Full Time Associate Professor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	3	1	1	0	0	0	4	1	5
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0

TOTAL	3	1	1	0	0	0	4	1	5

Full Time Assistant Professor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	0	0	1	0	1	0	1	1	2
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0
TOTAL	0	0	1	0	1	0	1	1	2

Full Time Instructor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	0	0	0	0	0	1	1	0	1
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	1	1	0	1

b. Part-Time Instructional Faculty (Professor, Associate Professor, Assistant Professor, Instructor).

Part Time Professor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	0	0	0	0	0	0	0	0	0
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0

Part Time Associate Professor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	0	0	0	0	0	0	0	0	0
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0

Part Time Assistant Professor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	0	0	0	0	0	0	0	0	0
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0

Part Time Instructor

Race	Tenured Male	Tenured Female	Tenure-Track Male	Tenure-Track Female	Non-Tenure-Track Male	Non-Tenure-Track Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0	0	0
White	0	0	0	0	0	0	0	0	0
Two or more races	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0

c. Adjunct Faculty Professor, Associate Professor, Assistant Professor, Instructor):

Race	Professor Male	Professor Female	Associate Professor Male	Associate Professor Female	Assistant Professor Male	Assistant Professor Female	Instructor Male	Instructor Female	TOTAL Male	TOTAL Female	GRAND TOTAL
American Indian or Alaska Native	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0
Native Hawaiian or other Pacific Islander	0	0	0	0	0	0	0	0	0	0	0
Black or African American	1	0	0	0	0	0	0	0	1	0	1
Hispanic/Latino	0	0	0	0	0	0	0	0	0	0	0
White	5	5	0	0	0	0	0	0	5	5	10
Two or more races	0	0	0	0	0	0	0	0	0	0	0
Nonresident alien	0	0	0	0	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0	0	0	0	0
TOTAL	6	5	0	0	0	0	0	0	6	5	11

3. Faculty Credentials:

Highest Degree Achieved	Professor Male	Professor Female	Associate Professor Male	Associate Professor Female	Assistant Professor Male	Assistant Professor Female	Instructor Male	Instructor Female	TOTAL Male	TOTAL Female	GRAND TOTAL
D. Arch. (accredited)	0	0	0	0	0	0			0	0	0
M. Arch. (accredited)	0	0	3	1	1	1			4	2	6
B. Arch. (accredited)	0	0	0	0	0	0			0	0	0
Ph.D. in architecture	0	0	0	0	0	0			0	0	0
Ph.D. in other discipline	0	0	0	0	0	0			0	0	0
Post-professional graduate degree in architecture	0	0	0	0	0	0			0	0	0
Other degrees	0	0	0	0	0	0			0	0	0
Registered in U.S. Jurisdiction	0	0	3	0	1	0			4	0	4

4. Salaries

Instructional Faculty Type	Number	Minimum	Average	Maximum	University Average
Professor	0	0	0	0	0
Assoc. Prof.	5	57776	62636	68333	64644
Assist. Prof.	2	55243	55946	56650	55042
Instructor	1	42799	42799	42799	40000

PART II: RESPONSES TO THE MOST RECENT VISITING TEAM REPORT

ANNUAL REPORT 2012
The University of Memphis
Department of Architecture

Program Administrator:

      Michael Hagge

Date of last accreditation/candidacy visit:

      November 2012

Degree Program:

      Master of Architecture (sixty credit hours plus approved pre-professional degree in architecture or approved related field)

_____

SUMMARY OF RESPONSES TO THE 2010 NAAB VTR (Continuing Candidacy)
(Progress Made Since Submittal of 2011 Annual Report)
_____

Responses to 1.4 Conditions Not Yet Met

7. Human Resource Development: *Schools must have a clear policy outlining both individual and collective opportunities for faculty and student growth inside and outside the program.*
2010 Visiting Team Assessment: *A description of the policies, procedures and criteria for faculty appointment, promotion and tenure is available at the university level, and a draft document is available for the Department of Architecture. Formalized faculty development opportunities are available in university material regarding sabbaticals, but access to specific resources for faculty development in the architecture program have not been formalized.*
2010 NAAB Response to Annual Report: *The program is advised to continue reporting on efforts to address this deficiency, especially on whether faculty members are able to take advantage of other professional development programs besides sabbaticals (e.g., funding for attending or participating in conferences).*
2011 NAAB Response to Annual Report: *Satisfied; no further reporting required.*

8. Physical Resources: *The accredited degree program must provide the physical resources appropriate for a professional degree program in architecture, including design studio space for the exclusive use of each student in a studio class; lecture and seminar space to accommodate both didactic and interactive learning; office space for the exclusive use of each full-time faculty member; and related instructional support space. The facilities must also be in compliance with the Americans with Disabilities Act (ADA) and applicable building codes.*
2010 Visiting Team Assessment: *Space needs for studio will be addressed when the art department moves out of the third floor in the summer of 2010. A shop manager has been hired which increased the safety of the shop, but the team is still concerned about ventilation and clearance around shop equipment.*
2010 NAAB Response to Annual Report: *The program should continue reporting on developments related to occupying additional space in Jones Hall. The changes made or planned by the program to address concerns about the shop equipment are clearly underway; please continue to report on progress.*

2011 NAAB Response to Annual Report: The program reports that occupation of the additional space in Jones Hall has been delayed, but the program has been assigned space in the first-floor gallery and the basement. The program also noted that "various improvements have been made" to the shop.

The program is clearly working to address these deficiencies, and its progress is commendable. The 2011 annual report included all of the syllabi and other course documentation that the NAAB requested in 2010.

1.4. 13.2 Critical Thinking Skills
1.4. 13.4 Research Skills
1.4. 13.9 Non-Western Traditions
1.4. 13.10 National and Regional Traditions
1.4. 13.12 Human Behavior
1.4. 13.13 Human Diversity
1.4. 13.14 Accessibility
1.4. 13.25 Construction Cost Control
1.4. 13.16 Program Preparation
1.4. 13.22 Building Service Systems
1.4. 13.25 Construction Cost Control

The Department of Architecture now occupies the entire fourth and third floors of Jones Hall, the first floor gallery, and a basement model-assembly and storage space. Virtually the entire third floor has been renovated including asbestos abatement, new electrical service, new lighting, toilet room improvements, and additional improvements. In addition, the new Department of Architecture Lighting Lab on the third floor is now open for instructional and student use. This was funded through the University, Department, and various grants.

Responses to 1.5 Causes of Concern

The causes for concern in many cases involve documentation, articulation or clarification of policies and procedures that at present appear to be present, but only on an informal basis.

Review of Incoming student undergraduate Transcripts: Many of the courses that meet the student performance criteria were found in the undergraduate course work. It is therefore critical to review the transcripts and supporting documentation of incoming graduate students to ascertain that these requirements have been adequately met in their previous instruction.
2010 NAAB Response to Annual Report: The program is advised to continue reporting on the results of efforts to address this concern.
2011 NAAB Response to Annual Report: Satisfied; no further reporting required.

Duplication of courses at undergraduate and graduate levels: The team identified a duplication of courses at the undergraduate and graduate levels that increases teaching loads and consumes faculty resources and student hours. The combinations of technical and professional courses at the undergraduate level, where licensing is not an issue, would profit from being reconfigured, now that the M. Arch program is in place.
2010 NAAB Response to Annual Report: The program is advised to continue reporting on the results of efforts to address this concern.
2011 NAAB Response to Annual Report: Satisfied; no further reporting required.

Course matrix simplification: For future accreditation reviews, the M. Arch course matrix for student performance criteria should only identify the one or two areas where the criterion in question is best met.
2010 NAAB Response to Annual Report: The program is advised to continue reporting on the results of efforts to address this concern.
2011 NAAB Response to Annual Report: Satisfied; no further reporting required.

Continuing funding for development programs: The program needs a clear plan for funding for faculty development, research, and lecture series and for the enhancement of the annual budget on something

other than a one-time basis. There is discussion about doing so, but no plan is yet in place. The program needs to formalize policies for access to development and research funds for faculty. The team is concerned that while the university has a sabbatical program, faculty do not take advantage of it.
2010 NAAB Response to Annual Report: *The program is advised to continue reporting on the results of efforts to address this concern.*
2011 NAAB Response to Annual Report: *The program's efforts to address this concern are duly noted. Please continue to report on progress.*

While the sabbatical program is available to faculty members in the Department, none of the eligible faculty members have yet to take advantage of the professional development assignments through the formal process in place within the College of Communication and Fine Arts because of their commitment to continue to work towards achieving accreditation for the M.Arch. However, the Department has assisted every full-time and adjunct faculty member requesting funds for travel and additional monies have been made available for travel for students and faculty advisors to AIAS and other forums and conferences. No faculty member requesting travel assistance has been denied and in virtually all cases, the request has been funded completely.

Discussions are ongoing with the Memphis Chapter of the AIA as well as the Tennessee Chapter of the AIA regarding joint funding of lectures and other events. The William R. Eubanks Lecture Series has been fully endowed as of past spring.

Hazmat study and code study: *The team is concerned that a hazmat, ADA and mechanical and environmental control study be conducted of the current facility, and that a plan be put into place to address the needed corrections and to specify when such a plan will be implemented.*
2010 NAAB Response to Annual Report: *The program is advised to continue reporting on the results of efforts to address this concern.*
2011 NAAB Response to Annual Report: *Efforts to address this concern are ongoing. Please continue to report on the status of this work.*

The University has a plan for campus-wide abatement, HVAC, and ADA-compliance programs. An abatement program has been completed on the fourth and third floors of Jones Hall and the elevator is being rebuilt at present with completion scheduled for January 2013. Additional improvements have been made to the HVAC system and electrical systems.

Program visibility on campus: *The transformation of the first floor gallery into a loading dock would be a huge lost opportunity for the program, which already suffers from an absence of review areas for formal and informal displays. Much of architectural education hinges upon public review and analysis, which is currently limited to narrow hallways. This is stunningly inadequate. The community and city building and neighborhood outreach projects currently cannot be placed on public view in any venue, but were the program to have access to a space such as that of the gallery, despite its relatively small size, there would be a place to welcome residents in the community and enable them to participate in the university environment. If the lobby were also developed as a useable resource, it would welcome students and faculty from throughout the university and enable them to share the program's lively vitality.*
2010 NAAB Response to Annual Report: *The program is advised to continue reporting on the results of efforts to address this concern.*
2011 NAAB Response to Annual Report: *The program now occupies the Jones Hall Gallery, and the Downtown Design Studio is used for community meeting and presentations. The program has also gained visibility on campus with the construction of the Prototype Recycling Center designed by faculty and students.*

The Department is continuing to explore other opportunities for increasing visibility including possibly occupying an empty Memphis and Shelby County branch library building being acquired by the University. This will provide community outreach and other space on the edge of the campus accessible to residents and others within the immediate University neighborhoods area.

Storage space: *There is no storage space for student work, which is a serious shortcoming for an architecture program.*

2010 NAAB Response to Annual Report: The program is advised to continue reporting on the results of efforts to address this concern.
2011 NAAB Response to Annual Report: This need should be alleviated when the program is able to occupy the rest of the third floor space in Jones Hall. Flat files and shelving have already been installed in there.

Now that the Department of Architecture has acquired the remainder of the third floor in Jones Hall and space in the basement, additional storage space is available. Off-campus space has also been made available to the Department for the storage of equipment and furnishings which has freed up space for other storage in Jones Hall.

Lack of shop equipment: The current shop lacks the appropriate equipment for the production of architectural models and has limited access hours, layout and storage space. Laser cutters, for example, are standard features of architecture programs throughout the US but this program does not have one. Plans should be made for the acquisition of such specialty equipment.
2010 NAAB Response to Annual Report: The program is advised to continue reporting on the results of efforts to address this concern.
2011 NAAB Response to Annual Report: The program has purchased some equipment and is seeking funding to acquire additional equipment. Please continue to report on the status of these efforts.

The Department is in the process of setting up a model assembly space in the basement of Jones Hall. This space, which includes layout and assembly areas, also includes the following equipment purchased under a grant from the Tennessee Board of Architectural and Engineering Examiners: Micro-Mark drill press, disk sander, drum sander, band saw, scroll saw, arbor table saw, miter saw, shop vacuum, and an air filtration system. The Department was also approved for the following items through the A+E Grant: 22 computer tables, 20 drafting stools for the graduate studios (already purchased), and additional tables and chairs for a classroom.

In addition, the Department has received notice that the University Information Technology Committee has recommended phased funding of a $110,000 grant to set up interactive displays, document cameras and laptops, Bridge-It software, and audio and control systems in the third floor Collaboration Studio and the two graduate studios.

The Department has requested funding for additional equipment but the likelihood of funding at this time remains small. This request includes the following: an additional desktop PC, large format flatbed scanner, and color laser printer for the graduate studios; a large format document camera; an LCD projector; and a laser cutter.

PART II: RESPONSES TO THE MOST RECENT VISITING TEAM REPORT

ANNUAL REPORT 2012
The University of Memphis
Department of Architecture

Program Administrator:

Michael Hagge

Date of last accreditation/candidacy visit:

November 2012

Degree Program:

Master of Architecture (sixty credit hours plus approved pre-professional degree in architecture or approved related field)

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CLARIFICATION OF RESPONSES IN PART I
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This part is linked to other questions in Part I for which a narrative may be required.

SECTION G. HUMAN RESOURCE SUMMARY (Architecture Program)

3. Faculty Credentials

The table below shows the credentials of faculty members at the rank of full-time Instructor and Adjunct Professor. This is intended to supplement the table in the main report.

Degree	Instructor Male	Instructor Female	Adjunct Male	Adjunct Female	Total Male	Total Female	Grand Total
D. Arch. (accredited)	0	0	0	0	0	0	0
M. Arch. (accredited)	1	0	2	2[1]	3	2[1]	5[1]
B. Arch. (accredited)	0	0	3	3	3	3	6
Ph.D. in architecture	0	0	0	0	0	0	0
Ph.D. in other discipline	0	0	0	0	0	0	0
Post-professional graduate degree in architecture	0	0	1	2	1	2	3
Other degrees in architecture	1	0	3	0	4	0	4
Other graduate degrees in related fields (planning, urban design, etc.)	0	0	2	1	2	1	3
Registered in U.S. Jurisdiction	1	0	5	2	6	2	8
Total Persons	1	0	6	5	7	5	12

[1] One of these faculty members holds the M.Arch from the University of Memphis (candidate status)
NOTE: Of the eleven adjunct faculty members, all but one holds a professional degree in architecture, either the M.Arch or the B.Arch. The other holds a BS in Architectural Technology degree and is registered in multiple jurisdictions in the U.S. Of the eleven adjuncts, seven are registered architects and four are completing IDP. Two of the adjuncts are currently working on their doctorates in another discipline.