Contact Name: Allisyn Miller, Admin Coordinator  
Email: akmiller1@cofc.edu  
Phone: 843-937-9596  
Department Name: HSPV  
Graduate Program name: Graduate Program in Historic Preservation (HSPV)  
Course Prefix, Number, and Title: HSPV 620, Preservation Law and Economics

I. CATEGORY OF REVIEW (Check all that apply)

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Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect: Fall 2014

NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

- Course description and objectives
- Method of teaching (e.g., lecture, seminar, on-line, hybrid)
- Required and optional texts and materials
- Graduate School Grading Scale
- Assignments, student learning outcomes and assessment components
- Policies to include attendance, Honor Code, American Disabilities Act statement
- Tentative course schedule with specific topics
List prerequisites and/or other restrictions below

Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808 or with consent of instructor

Will this course be added to the Degree Requirements?

a) ☐ Yes ☐ No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

A. Contact Hours

B. Credit Hours

Is this course repeatable? ☐ yes ☐ no If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

OLD: Introduction to the legal framework of historic preservation, including constitutional law, cultural resources statutes and relevant local laws and mechanisms. Reviews pertinent economic policies, including tax incentives. Material is targeted toward advocacy, to include property rights and fiscal impact issues. Students will pursue a research/practical project of their choosing.

NEW: Advanced discussion of the legal framework of historic preservation with particular attention to cultural resources statutes and local laws and policy mechanisms and review of pertinent economic policies.

Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808
IV. RATIONALE / JUSTIFICATION: If course change—please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Number and title to remain the same.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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VII. IMPACT ON EXISTING PROGRAMS and COURSES: Please briefly document the impact and expected changes of this new/changed/deleted course on other departments, programs and courses; if deleting a course—list all departments and programs that include the course; if adding/changing a course—explain any overlap with existing courses in the same or different departments; if adding or deleting a course that will be part of a joint program identify the partner institution.

NO IMPACT on other College of Charleston courses. Revisions are internal only to the HSPV program and are necessary to be in line with Clemson standards for this joint program.

VIII. COSTS ASSOCIATED WITH THE ACTION REQUESTED: List all of the new costs or cost savings, (including new faculty/staff requests, library or equipment, etc.) associated with the action requested. New courses requiring additional resources will need special justification.

NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director:

\[\text{Signature}\] Date: 3/10/14

Signature of Department Chair:

\[\text{Signature}\] Date: 3/10/14

Signature of Additional Chair*:

\[\text{Signature}\] Date:

Signature of Schools' Dean:

\[\text{Signature}\] Date: 2/10/14

Signature of Additional Schools' Dean*:

\[\text{Signature}\] Date:

Signature of the Provost:

\[\text{Signature}\] Date: 2/17/14

Signature of Budget Director/Business Affairs Office:

\[\text{Signature}\] Date:

*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs:

\[\text{Signature}\] Date:

Signature of Chair of the Graduate Council:

\[\text{Signature}\] Date:

Signature of Faculty Senate Secretary:

\[\text{Signature}\] Date:

Date Approved by Faculty Senate: ___________________________
Contact Name: Allisyn Miller, Admin Coordinator   Email: akmiller1@cofc.edu   Phone: 843-937-9596

Department Name: HSPV   Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 802, Historic Preservation Research Seminar

I. CATEGORY OF REVIEW (Check all that apply)

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Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

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- Tentative course schedule with specific topics
List prerequisites and/or other restrictions below

Preq: Enrollment in MSHP/HSPV program, HSPV 8090/HSPV 809

Will this course be added to the Degree Requirements?

a) [ ] Yes [ ] No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

Lecture Lab Seminar Ind. Study

A. Contact Hours

B. Credit Hours

Is this course repeatable? [ ] yes [ ] no If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

OLD: Advanced documentation and analysis of historic resources in preparation for thesis project.

NEW: Advanced research in preparation for thesis project with particular attention to role of proposals and methodology in independent research.
Preq: Enrollment in MSHP/HSPV program, HSPV 8090/HSPV 809
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

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NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director:

Date: 8/10/14

Signature of Department Chair:

Date: 8/10/14

Signature of Additional Chair*:

Date: 

Signature of Schools’ Dean:

Date: 2/10/17

Signature of Additional Schools’ Dean*:

Date: 

Signature of the Provost:

Date: 2/17/14

Signature of Budget Director/Business Affairs Office:

Date: 

*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs:

Date: 

Signature of Chair of the Graduate Council:

Date: 

Signature of Faculty Senate Secretary:

Date: 

Date Approved by Faculty Senate: 

September 2011
Contact Name: Allisyn Miller, Admin Coordinator  
Email: akmiller1@cofc.edu  
Phone: 843-937-9596

Department Name: HSPV  
Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 804, Management and Administration in Historic Preservation

I. CATEGORY OF REVIEW (Check all that apply)

NEW COURSE  CHANGE COURSE  DELETE COURSE

----- (Complete all sections below that apply including those indicated) -----

☐ New Course  ☐ Change Number (IV, VII, VIII, IX)  ☐ Delete Course (IV, VII, IX)

☐ Change Title (IV, VII, VIII, IX)

☐ Change Credits/Contact hours (II, IV, VII, IX)

☒ Prerequisite Change (IV, VII, VIII, IX)

☒ Edit Description (III, IV, VII, VIII, IX)

☐ Approve for Cross-listing (attach Graduate Permission to Cross-list Form)

Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

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- Tentative course schedule with specific topics
List prerequisites and / or other restrictions below

Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808

Will this course be added to the Degree Requirements?

a) ☐ Yes ☐ No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

<table>
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<th>Seminar</th>
<th>Ind. Study</th>
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A. Contact Hours

B. Credit Hours

Is this course repeatable? ☐ yes ☐ no  If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

OLD Praxis on the management of historic properties with particular stress on administering a preservation project in the field, and establishing a maintenance program for a historic property.

NEW: Principles of management of non-profit cultural resources organizations with particular stress on non-profit theory, fundraising and development, strategic planning, lobbying, human resources, and communications. Professional projects in this course are created from current preservation and planning issues. Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Description revised to match current content. Number and title to remain the same.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director: ___________________________ Date: 4/10/14

Signature of Department Chair: ___________________________ Date: 4/10/14

Signature of Additional Chair*: ___________________________ Date: 

Signature of Schools’ Dean: ___________________________ Date: 2/10/14

Signature of Additional Schools’ Dean*: ___________________________ Date: 

Signature of the Provost: ___________________________ Date: 2/17/14

Signature of Budget Director/Business Affairs Office: ___________________________ Date: 

*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs: ___________________________ Date: 

Signature of Chair of the Graduate Council: ___________________________ Date: 

Signature of Faculty Senate Secretary: ___________________________ Date: 

Date Approved by Faculty Senate: ___________________________
Contact Name: Allsyn Miller, Admin Coordinator  Email: akmiller1@cofc.edu  Phone: 843-937-9596

Department Name: HSPV  Graduate Program Name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title:  HSPV 805, Preservation Studio

I. CATEGORY OF REVIEW (Check all that apply)

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List prerequisites and / or other restrictions below

Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808

Will this course be added to the Degree Requirements?

a) ☐ Yes ☐ No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

A. Contact Hours

B. Credit Hours

Is this course repeatable? ☐ yes ☐ no  If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

OLD: Examines Charleston and its environs through the development of a comprehensive preservation project for a specific site and appropriate architectural designs. Includes studio design component.

NEW: Principles of management of non-profit cultural resources organizations with particular stress on non-profit theory, fundraising and development, strategic planning, lobbying, human resources, and communications. Professional projects in this course are created from current preservation and planning issues. Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808
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Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Description revised to match current course content. Number and title to remain the same.

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IX. APPROVAL AND SIGNATURES

Signature of Program Director:

[Signature]
Date: 3/10/14

Signature of Department Chair:

[Signature]
Date: 3/10/14

Signature of Additional Chair*:

[Signature]
Date: 

Signature of Schools' Dean:

[Signature] 
Date: 2/10/14

Signature of Additional Schools' Dean*:

[Signature]
Date: 

Signature of the Provost:

[Signature]
Date: 9/17/14

Signature of Budget Director/Business Affairs Office:

[Signature]
Date: 

*For interdisciplinary courses

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Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs:

[Signature]
Date: 

Signature of Chair of the Graduate Council:

[Signature]
Date:  

Signature of Faculty Senate Secretary:

[Signature]
Date: 

Date Approved by Faculty Senate: 

September 2011
Contact Name: Allisyn Miller, Admin Coordinator Email: akmiller1@cofc.edu Phone: 843-937-9596

Department Name: HSPV Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 810, Conservation Science Laboratory

I. CATEGORY OF REVIEW (Check all that apply)

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- Tentative course schedule with specific topics
List prerequisites and / or other restrictions below

Preq: 819: Enrollment in MSHP/HSPV program, HP 8190/HSPV 819

Will this course be added to the Degree Requirements?

a) ☐ Yes   ☐ No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

A. Contact Hours

B. Credit Hours

Is this course repeatable? ☐ yes ☐ no  If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

OLD: Focuses on conserving historic building and landscape materials such as wood, metals, glass, masonry, and interior fabrics. Case study work takes place onsite and in the laboratory. The course will include in depth study of materials and their properties in order to diagnose deterioration.

NEW: Conservation of historic materials on site and in the lab.; detailed analysis of architectural building materials using hands-on experiences, lectures, readings and laboratory exercises necessary to understand the performance and physical properties of historic building materials and abilities to identify mechanisms of deterioration and formulate appropriate conservation interventions.

Preq: 819: Enrollment in MSHP/HSPV program, HP 8190/HSPV 819
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

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Description revised to match current course content.

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VIII. COSTS ASSOCIATED WITH THE ACTION REQUESTED: List all of the new costs or cost savings, (including new faculty/staff requests, library or equipment, etc.) associated with the action requested. New courses requiring additional resources will need special justification.

NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director: 

Date: 4-10-14

Signature of Department Chair: 

Date: 4-10-14

Signature of Additional Chair*: 

Date: 

Signature of Schools’ Dean: 

Date: 2/10/14

Signature of Additional Schools’ Dean*: 

Date: 

Signature of the Provost: 

Date: 2/19/14

Signature of Budget Director/Business Affairs Office: 

Date: 

*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs:

Date: 

Signature of Chair of the Graduate Council:

Date: 

Signature of Faculty Senate Secretary:

Date: 

Date Approved by Faculty Senate: 

September 2011
Contact Name: Allisyn Miller, Admin Coordinator  
Email: akmiller1@cofc.edu  
Phone: 843-937-9596

Department Name: HSPV  
Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HISP 880, Special Topics in Historic Preservation

Change to: HISP 892, Special Topics in Historic Preservation

I. CATEGORY OF REVIEW (Check all that apply)

<table>
<thead>
<tr>
<th>NEW COURSE</th>
<th>CHANGE COURSE</th>
<th>DELETE COURSE</th>
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<td>(attach syllabus*)</td>
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☐ Approve for Cross-listing (attach Graduate Permission to Cross-list Form)

Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

- Course description and objectives
- Method of teaching (e.g., lecture, seminar, on-line, hybrid)
- Required and optional texts and materials
- Graduate School Grading Scale
- Assignments, student learning outcomes and assessment components
- Policies to include attendance, Honor Code, American Disabilities Act statement
- Tentative course schedule with specific topics
List prerequisites and / or other restrictions below

_Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808_

Will this course be added to the Degree Requirements?

a) □ Yes □ No

b) If yes, explain

---

II. NUMBER OF CREDITS and CONTACT HOURS per week

A. Contact Hours

---

B. Credit Hours

Is this course repeatable? □ yes □ no  If so, how many credit hours may the student earn in this course?

---

III. CATALOG DESCRIPTION  Limit to 50 words EXACTLY as you want it to appear in the catalog: include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

**OLD [HSPV 680/880]:** This course will be comprised of special topics related to the curriculum of the Graduate Program in Historic Preservation, primarily in the first year schedule

**NEW [HSPV 892]:** Seminar dedicated to intensive exploration of timely topics in historic preservation. 
_Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808_
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Course title to stay the same.
Course number revised to be in line with Clemson standards for joint program.
Course description revised to match course content.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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Date: 

Date Approved by Faculty Senate: 

HP 8920/HSPV 892: Special Topics in Historic Preservation (1 to 3). A seminar dedicated to intensive explorations of timely topics in historic preservation.

PURPOSE AND GOALS.

This course is a vehicle through which members of the faculty of the graduate program in historic preservation offer lecture-based, studio-based or seminar courses on topics that are timely both to the practice of historic preservation or offer significant research opportunities. This course may, depending on the availability of equipment, facilities and funding, allow historic preservation students to contribute to the theoretical dialogue of the field, advance a technology, or address a void in the historical or cultural understanding of the past. This is an elective course whose topic will vary and be offered as opportunities emerge. Instructors will develop a specific syllabus for every Special Topics Course and will distribute these in advance of the beginning of the semester. Students should be sure to consult these before the beginning of the semester to insure that they are fully apprised of the content of the Special Topics course and its requirements.

I. COURSE GOALS AND FORMAT

Instructors will vary as will the topic and course format. This course has, in the past, been used to respond to singular research opportunities or to provide a forum to explore intensively an emerging challenge or technology, for example, the management, conservation and display of architectural fragments collections (the syllabus for that course, offered under an earlier course numbering system, is attached).

Each mentor, however, establishes individual requirements for this course. It is the responsibility of each student to consult with his or her mentor to determine his or her expectations for the following:

- Frequency of meetings and their scheduling.
- How assignments are graded.
- Whether electronic versions of completed assignments are allowed.

II. ATTENDANCE AND ETIQUETTE: I’ll be there; you should too. We will begin promptly at the scheduled time; allow sufficient time to reach off-campus meetings. Attendance is compulsory unless you have an approved absence arranged by prior permission, a verified illness or family emergency. When we meet distinguished members of the historic preservation community during the course of the semester, we will comport ourselves as professionals.

III. CLASS PARTICIPATION: Your active involvement in discussions will be critical to the success of this class. How historic preservation succeeds, now and in the future, will become clear only if we talk to each other. I expect all of you to come prepared to discuss all of the assigned readings. Finally, because much of the course does turn on your understanding of the readings, you should make and retain notes on each assigned text.

IV. PERSONAL COMPUTERS, PDAs, and CELL PHONES: Leave them at home. If you have a compelling need to bring your computer to class, please make an appointment with me so that we can craft an accommodation.
IV. **EVALUATION AND GRADING:** Your grade will be a composite of all course assignments. Distribution of grades will be determined for each class but generically follow a format like this:

- Class participation: 30%
- Research Assignment #1: 15%
- Research Assignment #2: 25%
- Final Research paper and presentation: 30%

VIII. **GRADES:** The following standards will be applied:

- A = Excellent (90 – 100) Indicates work of a very high quality, the highest grade given.
- B = Good (80-89) Indicates work that is above average though not of the highest Quality.
- C = Fair (70-79) Indicates work of average to weak quality, the lowest passing grade.
- F = Failed

IX **CLEMSON UNIVERSITY ACADEMIC INTEGRITY:** As members of the Clemson University Community, we have inherited Thomas Green Clemson’s vision of this institution as a high seminary of learning. Fundamental to this vision is a mutual commitment to truthfulness, honor, and responsibility, without which we cannot earn the trust and respect of others. Furthermore, we recognize that academic dishonesty detracts from the value of a Clemson degree. Therefore, we shall not tolerate lying, cheating or stealing in any form.

X. **CLEMSON UNIVERSITY DISABILITY ACCESS:** It is University policy to provide on a flexible and individual basis reasonable accommodations for students with disabilities. Students are encouraged to contact Student Disability Services to discuss their individual needs for accommodation.

XI **OFFICE HOURS:** I will maintain office hours from 10:00 until 11:00 on Mondays and Tuesdays and 1:00 until 2:00 on Monday and Wednesdays. I am also available by appointment and can be reached by e-mail, should you need to communicate with me electronically, at chudgin@clemson.edu. My office phone number is 843.937.9567.
Management, Interpretation and Display of Architectural Fragments

Carter L. Hudgins

Tuesdays

Spring 2013
9:00 - 12:00

COURSE DESCRIPTION

This course, organized in a seminar/studio format, addresses one of historic preservation’s stepchildren, the collections of architectural fragments that all historic house museums, many history museums and most historic preservation organizations hold. Some of these collections are purposeful, acquired strategically to save irreplaceable building parts for future use and study. Most such collections, however, are fortuitous. They are accidental gatherings, fragments of wall paper, parts of timber frames, plaster, brick and other building parts that, once dislodged from their original places, are not, for one reason or another, put back in place. Instead, they find their way into boxes and into storage and kept for reasons simultaneously ambiguous and commendable.

This course will, in part, be preparation to deal, constructively, with collections of architectural fragments. In the beginning, we’ll seek answers to a range of very basic questions and work toward assembling an analytical summary of the who, what, when and why of architectural fragment collections. What constitutes a collection of architectural fragments? Who holds them? Why? How are these collections managed? What curatorial practices are applied to them? What purposes do they serve?

This course will also serve two other practical purposes. The MSHP program manages a collection of architectural fragments. Some of this collection belongs to Historic Charleston Foundation and is part of a much larger collection gathered over a half century. Some of it is on loan from Richard Marks, collected by him over three decades of work on historic buildings in the Charleston area and some of it is ours, the result of MSHP “collecting.” This collection, like most, needs attention and that’s why one of our purposes is to accomplish the research, cataloging, and conservation necessary to making the MSHP collection more useful, to create for it, in other words, a larger purpose than the one it now holds.

Just as pressing, perhaps, is the question of what happens to this collection when the MSHP program moves into the proposed Spaulding Paolozzi Center? Will it be exhibited? How? Where? Can the collection be put to the task of narrating technological change and the evolution of architectural styles in Charleston from the mid-eighteenth to the mid-twentieth centuries?

OBJECTIVES

1. Acquire competency in the electronic data base management for collections.
2. Acquire advanced skills in the identification, analysis and interpretation of architectural fragments applying a material culture approach.
3. Acquire advanced skills in interpretative display and interpretation of objects.

REFERENCE BOOKS

You should own, or have easy access to the following:

Calloway, Stephen, and Elizabeth Cromley, eds. The Elements of Style: A Practical Encyclopedia of Interior Architectural Details from 1485 to the Present.


Lounsbury, Carl R. Lounsbury. *From Statehouse to Courthouse: An Architectural History of South Carolina’s Colonial Capitol and Charleston County Courthouse.*

------. *An Illustrated Glossary of Early Southern Architecture and Landscape.*


Ravenel, Beatrice St. Julien. *Architects of Charleston.*

Rosen, Robert. *A Short History of Charleston.*


Simons, Albert, and Samuel Lapham, *The Early Architecture of Charleston*


------. *Charleston’s Historic Houses.*

------. *Plantations of the Carolina Low Country.*

N.B.: The MSHP collection contains most of these books. **IF** you decide our books will serve your purposes, please do not remove these titles from the library so that your classmates can consult them as well.

**READINGS:** I will circulate electronic copies of essays, reports, protocols and manuals that will be useful to our tasks and our discussions.

**ATTENDANCE AND ETIQUETTE:** I’ll be there; you should too. We will begin promptly at 9:00. Attendance is compulsory unless you have an approved absence arranged by prior permission, a verified illness or family emergency. When we meet distinguished members of the historic preservation community during the course of the semester, we will comport ourselves as professionals.

**CLASS PARTICIPATION:** Your active involvement in discussions will be critical to the success of this class. How historic preservation achieves success, now and in the future, will become clear only if we talk to each other. I expect all of you to come prepared to participate in our discussions and in each of the tasks we embrace actively.

**PERSONAL COMPUTERS, PDAS, and CELL PHONES:** Leave them at home. If you have a compelling need to bring your computer to class, please make an appointment with me so that we can craft an accommodation.
EVALUATION AND GRADING: Your grade will be a composite of all course assignments:

- Task 1: Curatorial History 10%
- Task 2: Object Report 20%
- Task 3: Context Research 20%
- Task 4: Conservation Recommendations 20%
- Task 5: Exhibit 30%

GRADES: The following standards will be applied:

- A = Excellent (90 – 100) Indicates work of a very high quality, the highest grade given.
- B = Good (80-89) Indicates work that is above average though not of the highest quality.
- C = Fair (70-79) Indicates work of average to weak quality, the lowest passing grade.
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### COURSE SCHEDULE

#### UNIT ONE: INTRODUCTION TO THEORY AND RESEARCH

**January 15**  
Introduction: Organization, Goals, Method and Theory  
Looking Ahead: The Once and Future Display of the MSHP Collection  
Goal: Virtual Exhibition Building Charleston

- **Discussion 1:** Architectural Vocabulary  
- **Assignment of Responsibility:** MSHP Collection  
- **Assignment of Responsibility:** Existing Collections

**January 22**  
Approaches to Description: Aesthetics, Connoisseurs and Typologies

- **Discussion 2:** Architectural Noah’s Ark, Holy Grail, Last of its Species,  
  Data Mine, Source of Inspiration, Design Seed Bank? The Purposes of Architectural Fragment Collections.

  - **Task 1:** Research of Curatorial Standards, Policies, Storage, and Function at Selected Architectural Fragment Collections

  - **Report 1:** Best Practices 2013

**January 29**  
The Shape of a Collection

- **Task 2:** Assemble descriptive reports on objects for which you claimed responsibility on January 15.

- **Report 2:** Observations on Fragments in a Collection

#### UNIT TWO: ORGANIZING DATA

**February 5**  
Worth a Thousand Words: Pictures

- **Discussion 3:** Photographs or Drawings?  
- **Workshop 1:** Photographing Objects

**February 12**  
The Catalog

- **Workshop 2:** Past Perfect  
  Peer Reviews of Catalog Entries

**February 19**  
It’s Archaeological, or the Imperatives of Provenance: What Difference Does Place Make?

- **Task 3:** Research in Maps, Plats, Historical Records

  - **Workshop 2:** Assembling Context  
    Maps, Street Addresses, Biographies

**February 26**  
**PRESERVATION ACTION. Research Continues**

**March 6**  
**SPRING BREAK**

**March 12**  
Telling the Story: Choosing, Establishing and Refining the Narrative Line

#### UNIT THREE: CONSERVATION
March 19

Best Practices

**Task 4:** Research Conservation Treatments and Standards for Selected Artifacts Types in Architectural Fragment Collections

**Report 3:** Current Best Conservation Practices for the Storage, Display, Investigation, and Treatment of Architectural Fragments

March 26

Best Practices, II

**Report 4:** Recommended Conservation Treatments for MSHP Collection

UNIT FOUR: DESIGN AND DISPLAY

April 2

Assembling the Narrative, II. A Dialogue and Discussion

**Workshop 3:** Theories of Display: Is it Art, Archaeology, or History?
What are we missing?

April 9

Hung, Stood, or Laid: Design Placement/Display/Label

**Workshop 4**

April 16

Mechanics: Designing Installation

**Workshop 5**

April 23

Building Charleston: Final Presentations

LAST DAY OF CLASS
FURTHER WORDS ON TASKS

Task 1: Research of Curatorial Standards, Policies, Storage, and Function at Selected Architectural Fragment Collections.


This is the first phase of assembling a Historical Analysis of Architectural Fragment Collections -- Who has them and Why? -- working toward a “best practices” manual be assembled from this information.

Discussion 2: Typology Assignment.

Select a published typology for some aspect of American material culture [e.g. houses, ceramic plates, tombstones, projectile points, cars, locomotives, dresses, hair styles, tattoos] and come to class prepared, first, to make a 3 to 5 minute illustrated PowerPoint presentation of the typology you selected that explains why you selected the topic you did and how the typology was devised, and, second, prepared to discuss the theory, the benefits and the shortcomings of object typologies.

Task 2: Assemble descriptive reports on objects for which you claimed responsibility on January 15.

Using data entry categories used in PastPerfect, each student will assemble descriptive information about the objects in the category for which they claimed responsibility at the beginning of the semester. What is it? Size? Shape? Condition?

This is step one of assembling the information needed to figure out what our collections holds and its significance.

Task 3: Research in Maps, Plats, Historical Records.

Working from list of street addresses we compile from research on objects in the MSHP collection, we will canvas local, regional and national collections for maps, plats, and photographs that depict the structures from which the objects in the MSHP collection came. We will also assemble from newspapers, tax, census and other public records as much biographical information we can about the craftsmen and consumers our research identifies.

Who made, assembled, installed, owned and used the objects in our collection? Where were they before they arrived at 292?

Assembling Context. On February 19 we will share the results of our research and from maps, plats (e.g. McCrady Plat Collection), drawings, photographs, census lists, tax lists and other sources of biographical information re-establish provenances for objects in our collection. Part of this process will involve assembling a bibliography of relevant design books, architectural treatises, and trade catalogs and pulling from them the broader design context of our objects. This assignment thus consists of two parts, one historical, the second design sources.

Task 4: Research Conservation Treatments and Standards for Selected Artifacts Types in Architectural Fragment Collections.

Assemble a summary report of the best/current conservation treatments for the architectural elements for you claimed responsibility at the beginning of the semester. The second step in the investigation to treatment cycle.

What health/safety issues, if any, are involved in the conservation and display of your objects? Lead paint, for example? Should it be abated? Encapsulated?
CATEGORIES OF ARCHITECTURAL FRAGMENTS AND OBJECTS

Doors and door frames
Windows and window frames
Shutters
Mantels
Over mantels
Wainscoting, base boards, and chair rails
Cornices
Bells and bell system hardware
Door locks
Door knobs
Hinges
Turned objects: balusters and columns
Odds and Ends: i.e. brackets
ARCHITECTURAL FRAGMENT COLLECTIONS/Best Practices

- WHO HOLDS THEM? WHY?
- CURATORIAL/ MANAGEMENT METHODS? [CATALOG, INVENTORY, LABEL]

Colonial Williamsburg Foundation
Drayton Hall
English Heritage
Historic Charleston Foundation
Historic Newport
Historic Savannah Foundation
Maryland Historical Trust
Menokin Foundation
Monticello
Mount Vernon
Museum of Early Southern Decorative Arts
National Park Service
National Trust for Historic Preservation
Old Salem
Preservation New England
Preservation Virginia
Soane's Museum, London
Telfair Museum of Art
Virginia Department of Historic Resources
Winterthur
[Other holders of historic interiors: Brooklyn Museum, Metropolitan Museum of Art]

Possible Survey Questions:
Do you hold a collection of architectural fragments?
Where?
Who is responsible?
Size [N of objects]
Character of Collection [What’s in it? Range of the Collection?]
Function/Purpose
Curatorial Policies
Collections Policy? [Does it speak to acquisition? Deaccessioning? (Obtain a Copy!)]

Contact Name: Allisyn Miller, Admin Coordinator Email: akmiller1@cofc.edu Phone: 843-937-9596

Department Name: HSPV Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 890, Independent Study in Historic Preservation

To be changed to: HSPV 893, Independent Study in Historic Preservation

I. CATEGORY OF REVIEW (Check all that apply)

NEW COURSE
☐ New Course (attach syllabus*)

CHANGE COURSE
☒ Change Number (IV, VII, VIII, IX)
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☐ Change Credits/Contact hours (II, IV, VII, IX)
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☒ Edit Description (III, IV, VII, VIII, IX)

☐ Delete Course (IV, VII, IX)

----- (Complete all sections below that apply including those indicated) ------

☐ Approve for Cross-listing (attach Graduate Permission to Cross-list Form)

Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

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- Policies to include attendance, Honor Code, American Disabilities Act statement
- Tentative course schedule with specific topics

List prerequisites and / or other restrictions below
Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808

Will this course be added to the Degree Requirements?

a) ☐ Yes  ☐ No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

A. Contact Hours

B. Credit Hours

Is this course repeatable? ☐ yes  ☐ no  If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog: include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

Seminar dedicated to intensive exploration of timely topics in historic preservation.
Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808

IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Course number revised to be in line with Clemson.
Course description revised to match current course content.
Course title to remain the same.
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Date:

Signature of Chair of the Graduate Council:

Date:

Signature of Faculty Senate Secretary:

Date:

Date Approved by Faculty Senate: _______________________________
Clemson/College of Charleston
Graduate Program in Historic Preservation
HP 8930/HSPV 893: Independent Study
Spring/2014

Carter L. Hudgins/chudgin@clemson.edu
292 Meeting Street
Seminar Room

Catalog Description: Pursuit of an independent research project under the direction of graduate faculty. Credit is variable. 1 to 3 hrs. Preq: HP 611 Historical Research Methods in Historic Preservation

Purpose:
This course provides a vehicle for advanced students to pursue of a field research or laboratory research project that falls beyond the scope of MSHP courses. Registration for this course is contingent upon satisfaction of the each of the following steps:

1. Demonstration that the students secured a faculty project director.
2. Demonstration that the faculty project director has approved and endorsed the research project the student proposes.
3. Demonstration that the student has secured all necessary support to complete the project and has secured permission to use laboratories, workshops, archival resources or other materials necessary to complete the project.
4. Demonstration, if necessary, that Institutional Review Board has approved the project.
5. If the project involves work outside the United States, demonstration that the student holds passport and necessary visas and has secured all permits that might be necessary to complete the fieldwork.
6. Permission of the MSHP program director.

Course Format:
The format of the course, frequency of meetings, demonstrations of progress, mechanism for reporting research results, and deliverables due at the end of the semester will be determined prior to the beginning of the semester in which the course is to be scheduled. A summary description of the course format will be appended to this document and serve as agreement between students and faculty sponsor as to course expectations and goals.

Grades: The following standards will be applied:

A = Excellent (90 – 100) Indicates work of a very high quality, the highest grade given.
B = Good (80-89) Indicates work that is above average though not of the highest Quality.
C = Fair (70-79) Indicates work of average to weak quality, the lowest passing grade.
F = Failed

Clemson University Academic Integrity: As members of the Clemson University Community, we have inherited Thomas Green Clemson’s vision of this institution as a high seminary of learning. Fundamental to this vision is a mutual commitment to truthfulness, honor, and responsibility, without which we cannot earn the trust and respect of others. Furthermore, we recognize that academic dishonesty detracts from the value of a Clemson degree. Therefore, we shall not tolerate lying, cheating or stealing in any form.
Contact Name: Allisyn Miller, Admin Coordinator  
Email: akmiller1@cofc.edu  Phone: 843-937-9596

Department Name: HSPV  
Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 823, Historic Interiors  
To be changed to: HSPV 823, Historic American Interiors

I. CATEGORY OF REVIEW (Check all that apply)

<table>
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<tr>
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Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

- Course description and objectives
- Method of teaching (e.g., lecture, seminar, on-line, hybrid)
- Required and optional texts and materials
- Graduate School Grading Scale
- Assignments, student learning outcomes and assessment components
- Policies to include attendance, Honor Code, American Disabilities Act statement
- Tentative course schedule with specific topics
List prerequisites and/or other restrictions below

_Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808_

Will this course be added to the Degree Requirements?

a) ☐ Yes ☐ No

b) If yes, explain

---

**II. NUMBER OF CREDITS and CONTACT HOURS per week**

<table>
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<tr>
<th>Lecture</th>
<th>Lab</th>
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<th>Ind. Study</th>
</tr>
</thead>
</table>

A. Contact Hours

B. Credit Hours

Is this course repeatable? ☐ yes ☐ no If so, how many credit hours may the student earn in this course?

---

**III. CATALOG DESCRIPTION** Limit to 50 words _EXACTLY_ as you want it to appear in the catalog: include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

**OLD:** The purpose of this course is to develop a basic familiarity with American interior spaces and decorative arts from the earliest European settlements in North America through the late nineteenth century, including the periodization and documentation of the structure and finishes of early interiors and the authentic decoration and material culture of these spaces. Emphasis will be placed on the interpretation of primary documents: inventories, pattern books, accounts, paintings, and prints.

**NEW:** Survey of the American domestic interior from the seventeenth to the twentieth century with emphasis on the social, cultural, economic, and technological currents that influenced the furnishing of American dwelling places. In addition to investigating period forms and materials, the course explores the interpretation of primary sources and historical finishes.

_Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808_
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Number to remain the same.
Title and description revised to match current course content.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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<th>Student Learning Outcomes</th>
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VIII. COSTS ASSOCIATED WITH THE ACTION REQUESTED: List all of the new costs or cost savings, (including new faculty/staff requests, library or equipment, etc.) associated with the action requested. New courses requiring additional resources will need special justification.

NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director:  

Date:  9.10.14

Signature of Department Chair:  

Date:  9.10.14

Signature of Additional Chair*:  

Date:  

Signature of Schools' Dean:  

Date:  2/10/14

Signature of Additional Schools' Dean*:  

Date:  

Signature of the Provost:  

Date:  2/17/14

Signature of Budget Director/Business Affairs Office:  

Date:  

*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs:  

Date:  

Signature of Chair of the Graduate Council:  

Date:  

Signature of Faculty Senate Secretary:  

Date:  

Date Approved by Faculty Senate:  

September 2011
## Faculty Committee on Graduate Education, Continuing Education and Special Programs

### Graduate Course Proposal Form

**Contact Name:** Allisyn Miller, Admin Coordinator  
**Email:** akmiller1@cofc.edu  
**Phone:** 843-937-9596

**Department Name:** HSPV  
**Graduate Program name:** Graduate Program in Historic Preservation (HSPV)

**Course Prefix, Number, and Title:** HSPV 833, Cultural Landscapes  
**To be changed to:** HSPV 833, Cultural and Historic Landscape Preservation

### I. Category of Review (Check all that apply)

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**Complete all sections below that apply including those indicated**

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Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

### NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

- Course description and objectives
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- Assignments, student learning outcomes and assessment components
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- Tentative course schedule with specific topics
List prerequisites and / or other restrictions below

_Preq: Enrollment in MSHP/HSPV program, HP8190/HSPV 819_

Will this course be added to the Degree Requirements?

a) [ ] Yes  [ ] No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

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<tr>
<th>Lecture</th>
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A. Contact Hours

B. Credit Hours

Is this course repeatable? [ ] yes  [ ] no  If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

OLD: Introduction to cultural landscapes and their preservation through readings, site visits, lectures, independent research and studio projects. Through case studies students will recognize resources and evaluate property based on sense of place, historic integrity and context, and develop within the studio project landscape design and planning vocabulary, its history, and its context.

NEW: Overview of cultural historic landscape preservation principles and practices. Includes inventory and analysis of historic resources from a cultural landscape perspective. Qualities of integrity are studied in correspondence to location, design, setting, materials, workmanship, and feeling and association. _Preq: Enrollment in MSHP/HSPV program, HP8190/HSPV 819_
IV. RATIONALE / JUSTIFICATION: If course change — please indicate the course change details. If course change or deletion — please provide reasons for change(s) to or deletion of a course. If a new course — briefly address the goals/objectives for the course and the relationship to the strategic plan.

Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Title and description revised to match current course content.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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VIII. COSTS ASSOCIATED WITH THE ACTION REQUESTED: List all of the new costs or cost savings, (including new faculty/staff requests, library or equipment, etc.) associated with the action requested. New courses requiring additional resources will need special justification.

NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director: ___________________________ Date: 4/10/14

Signature of Department Chair: ___________________________ Date: 4/10/14

Signature of Additional Chair*: ___________________________ Date: __________________

Signature of Schools’ Dean: ___________________________ Date: 2/10/14

Signature of Additional Schools’ Dean*: ___________________________ Date: __________________

Signature of the Provost: ___________________________ Date: 3/17/14

Signature of Budget Director/Business Affairs Office: ___________________________ Date: __________________

*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs: ___________________________ Date: __________________

Signature of Chair of the Graduate Council: ___________________________ Date: __________________

Signature of Faculty Senate Secretary: ___________________________ Date: __________________

Date Approved by Faculty Senate: ___________________________
Contact Name: Allisyn Miller, Admin Coordinator  
Email: akmiller1@cofc.edu  
Phone: 843-937-9596

Department Name: HSPV  
Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 891, Thesis Research  
To be changed to: HSPV 891, Thesis in Historic Preservation

I. CATEGORY OF REVIEW (Check all that apply)

<table>
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Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

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- Assignments, student learning outcomes and assessment components
- Policies to include attendance, Honor Code, American Disabilities Act statement
- Tentative course schedule with specific topics
List prerequisites and / or other restrictions below

*Preq: Enrollment in MSHP/HSPV program, HP 8020/HSPV 802 and approval of thesis committee.*

Will this course be added to the Degree Requirements?

a) ☐ Yes  ☐ No

b) If yes, explain

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<th>Lecture</th>
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II. NUMBER OF CREDITS and CONTACT HOURS per week

A. Contact Hours

B. Credit Hours

Is this course repeatable? ☒ yes ☐ no  If so, how many credit hours may the student earn in this course? 9

III. CATALOG DESCRIPTION *Limit to 50 words EXACTLY as you want it to appear in the catalog: include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.*

**OLD:** Application of independent research to the historic environment through a multi-media degree project focusing on Charleston and its environs, or other suitable historic sites. Thesis is presented to committee for preliminary review at mid-semester for the fourth semester, and presented to a jury at the end of the semester for final review

**NEW:** Completion of thesis proposed in the third semester under guidance of thesis director and committee. May be repeated.

*Preq: Enrollment in MSHP/HSPV program, HP 8020/HSPV 802 and approval of thesis committee.*
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Title and description revised to match current course content.
Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum.
Course can be repeated in one-credit hour increments, as listed in item II.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director:  

[Signature]  Date: 4/10/14

Signature of Department Chair:

[Signature]  Date: 4/10/14

Signature of Additional Chair*:

[Signature]  Date: __________

Signature of Schools’ Dean:

[Signature]  Date: 4/10/14

Signature of Additional Schools’ Dean*:

[Signature]  Date: __________

Signature of the Provost:

[Signature]  Date: 2/17/14

Signature of Budget Director/Business Affairs Office:

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*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs:

[Signature]  Date: __________

Signature of Chair of the Graduate Council:

[Signature]  Date: __________

Signature of Faculty Senate Secretary:

[Signature]  Date: __________

Date Approved by Faculty Senate: ____________________________

September 2011     Page 5
FACULTY COMMITTEE ON GRADUATE EDUCATION, CONTINUING EDUCATION
AND SPECIAL PROGRAMS

GRADUATE COURSE PROPOSAL FORM

Contact Name: Allisyn Miller, Admin Coordinator  Email: akmiller1@cofc.edu  Phone: 843-937-9596

Department Name: HSPV  Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 803, Building Technology and Pathology

I. CATEGORY OF REVIEW (Check all that apply)

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- Policies to include attendance, Honor Code, American Disabilities Act statement
- Tentative course schedule with specific topics
List prerequisites and/or other restrictions below

**Preq:** Enrollment in MSHP/HSPV program, HP 8190/HSPV 819, HP 8070, HSPV 807

Will this course be added to the Degree Requirements?

a) [ ] Yes  [ ] No

b) If yes, explain

---

**II. NUMBER OF CREDITS and CONTACT HOURS per week**

A. Contact Hours

---

B. Credit Hours

Is this course repeatable? [ ] yes  [ ] no  If so, how many credit hours may the student earn in this course?

---

**III. CATALOG DESCRIPTION** *Limit to 50 words EXACTLY as you want it to appear in the catalog: include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.*

**OLD:** Advanced study of historic building materials and conservation techniques.

**NEW:** An advanced lecture course that focuses on the physical properties of modern building materials, mechanisms of failure, and alternatives for conservation interventions.

**Preq:** Enrollment in MSHP/HSPV program, HP 8190/HSPV 819, HP 8070, HSPV 807
IV. RATIONALE / JUSTIFICATION: If course change — please indicate the course change details. If course change or deletion — please provide reasons for change(s) to or deletion of a course. If a new course — briefly address the goals/objectives for the course and the relationship to the strategic plan.

Title revised to match current course content. Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Number to remain the same.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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NO COSTS ASSOCIATED WITH ACTION REQUESTED
IX. APPROVAL AND SIGNATURES

Signature of Program Director:

Date: 4.10.14

Signature of Department Chair:

Date: 4.10.14

Signature of Additional Chair*:

Date: 

Signature of Schools' Dean:

Date: 2/10/14

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Signature of the Provost:

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Signature of Budget Director/Business Affairs Office:

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*For interdisciplinary courses

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Date: 

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Signature of Faculty Senate Secretary:

Date: 

Date Approved by Faculty Senate: 

September 2011
Contact Name: Allisyn Miller, Admin Coordinator  
Email: akmiller1@cofc.edu  
Phone: 843-937-9596

Department Name: HSPV  
Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 804, Management and Administration in Historic Preservation

I. CATEGORY OF REVIEW (Check all that apply)

NEW COURSE  CHANGE COURSE  DELETE COURSE

□ New Course  □ Change Number (IV, VII, VIII, IX)  □ Delete Course (IV, VII, IX)
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- Tentative course schedule with specific topics
List prerequisites and / or other restrictions below

Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808

Will this course be added to the Degree Requirements?

a) □ Yes □ No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

A. Contact Hours

_______________________________________________________________________

B. Credit Hours

Is this course repeatable? □ yes □ no  If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

OLD Praxis on the management of historic properties with particular stress on administering a preservation project in the field, and establishing a maintenance program for a historic property.

NEW: Principles of management of non-profit cultural resources organizations with particular stress on non-profit theory, fundraising and development, strategic planning, lobbying, human resources, and communications. Professional projects in this course are created from current preservation and planning issues. Preq: Enrollment in MSHP/HSPV program, HP 8080/HSPV 808
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Description revised to match current content. Number and title to remain the same.

V. STUDENT LEARNING OUTCOMES and ASSESSMENT

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How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?
VII. IMPACT ON EXISTING PROGRAMS and COURSES: Please briefly document the impact and expected changes of this new/changed/deleted course on other departments, programs and courses; if deleting a course—list all departments and programs that include the course; if adding/changing a course—explain any overlap with existing courses in the same or different departments; if adding or deleting a course that will be part of a joint program identify the partner institution.

NO IMPACT on other College of Charleston courses. Revisions are internal only to the HSPV program and are necessary to be in line with Clemson standards for this joint program.

VIII. COSTS ASSOCIATED WITH THE ACTION REQUESTED: List all of the new costs or cost savings, (including new faculty/staff requests, library or equipment, etc.) associated with the action requested. New courses requiring additional resources will need special justification.

NO COSTS ASSOCIATED WITH ACTION REQUESTED.
IX. APPROVAL AND SIGNATURES

Signature of Program Director:
________________________________________ Date: ________________

Signature of Department Chair:
________________________________________ Date: ________________

Signature of Additional Chair*:
________________________________________ Date: ________________

Signature of Schools’ Dean:
________________________________________ Date: ________________

Signature of Additional Schools’ Dean*:
________________________________________ Date: ________________

Signature of the Provost:
________________________________________ Date: ________________

Signature of Budget Director/Business Affairs Office:
________________________________________ Date: ________________

*For interdisciplinary courses

Return form to the Graduate School Office for Further Processing

Signature of Chair of the Faculty Committee on Graduate Education, Continuing Education & Special Programs:
________________________________________ Date: ________________

Signature of Chair of the Graduate Council:
________________________________________ Date: ________________

Signature of Faculty Senate Secretary:
________________________________________ Date: ________________

Date Approved by Faculty Senate: ________________________________
Contact Name: Allisyn Miller, Admin Coordinator   Email: akmiller1@cofc.edu   Phone: 843-937-9596

Department Name: HSPV   Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 805, Preservation Studio

I. CATEGORY OF REVIEW (Check all that apply)

<table>
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☐ Approve for Cross-listing (attach Graduate Permission to Cross-list Form)

Date (Semester/Year) the course will first be offered, course changes or deletion will go into effect:

NEW COURSE:

*ATTACH THE SYLLABUS FOR A NEW GRADUATE COURSE to include:

- Course description and objectives
- Method of teaching (e.g., lecture, seminar, on-line, hybrid)
- Required and optional texts and materials
- Graduate School Grading Scale
- Assignments, student learning outcomes and assessment components
- Policies to include attendance, Honor Code, American Disabilities Act statement
- Tentative course schedule with specific topics
List prerequisites and / or other restrictions below

**Preq:** Enrollment in MSHP/HSPV program, HP 8080/HSPV 808

Will this course be added to the Degree Requirements?

a) □ Yes □ No

b) If yes, explain

II. NUMBER OF CREDITS and CONTACT HOURS per week

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A. Contact Hours

B. Credit Hours

Is this course repeatable? □ yes □ no  If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION  Limit to 50 words *EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.*

**OLD:** Examines Charleston and its environs through the development of a comprehensive preservation project for a specific site and appropriate architectural designs. Includes studio design component.

**NEW:** A studio course developing preservation projects. Course content stresses documentation, critical evaluation and application of design and preservation strategies to cases in Charleston and its environs. Main street designs, cultural landscape interventions, design theory and skills, and measured drawings are implemented and addressed. Preq: Enrollment in MSHP/HSPV program, HP 8190/HSPV 819
IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

Prerequisites clarify the enrollment requirement and insure vertically-building academic rigor in the MSHP/HSPV curriculum. Description revised to match current course content. Number and title to remain the same.

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Date Approved by Faculty Senate: ____________________________
Contact Name: Allisyn Miller, Admin Coordinator  Email: akmiller1@cofc.edu  Phone: 843-937-9596

Department Name: HSPV  Graduate Program name: Graduate Program in Historic Preservation (HSPV)

Course Prefix, Number, and Title: HSPV 800, Summer Internship in Historic Preservation

To be changed to: HSPV 845, Summer Internship in Historic Preservation

I. CATEGORY OF REVIEW (Check all that apply)

NEW COURSE   CHANGE COURSE   DELETE COURSE

☐ New Course   ☒ Change Number (IV, VII, VIII, IX)   ☐ Delete Course (IV, VII, IX)
(attach syllabus*)

☐ Change Title (IV, VII, VIII, IX)

☐ Change Credits/Contact hours (II, IV, VII, IX)

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- Tentative course schedule with specific topics

List prerequisites and / or other restrictions below
Preq: Enrollment in MSHP/HSPV program

Will this course be added to the Degree Requirements?

a) ☐ Yes ☐ No

b) If yes, explain

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Schedule of contact hours will vary with the location, nature and requirements of the internship.

B. Credit Hours 3

Is this course repeatable? ☐ yes ☒ no If so, how many credit hours may the student earn in this course?

III. CATALOG DESCRIPTION Limit to 50 words EXACTLY as you want it to appear in the catalog; include prerequisites, co-requisites, and other restrictions. If changing course description, please include both old and new course descriptions.

Internship completed during the second year through which students explore a historic preservation project in a professional work environment.

Preq: Enrollment in MSHP/HSPV program,

IV. RATIONALE / JUSTIFICATION: If course change – please indicate the course change details. If course change or deletion—please provide reasons for change(s) to or deletion of a course. If a new course—briefly address the goals/objectives for the course and the relationship to the strategic plan.

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