REVISION RECORD
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Error! Reference source not found. Add summer schedule.
Updated for 2014-2015 term

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This Guide is one component of the CAC.C family of guides:

FOR STUDENTS:
CAC.C Course Guide
  curriculum and academic schedules
CAC.C Intern Program Guide
  Internship and Mentorship Program
CAC.C Student Handbook
  student life and non-academic policy

FOR OTHERS:
CAC.C Faculty Handbook
  curriculum, technology, and teaching aids
CAC.C Card Program
  facility and equipment sharing by professionals

Guides are regularly updated and available at:
http://www.clemson.edu/caah/architecture/1.2.3.php.

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  cac@clemson.edu
1.0 CAC.C CURRICULUM
1.1 enrollment requirements
1.1.1 Clemson students
1.1.2 non-Clemson students
1.1.3 credits
1.1.4 fees
1.1.5 tuition
1.1.6 away-program fee
1.1.7 technology fee
1.1.8 Graduate Assistant Differential (GAD)
1.1.9 summer session
1.2 curriculum
1.2.1 service-learning studios
1.2.2 seminars
1.2.3 workshops
1.2.4 intern program
1.3 registration
1.4 non-degree student
1.5 auditing
1.5.1 university auditing
1.5.2 CAC.C—auditing
1.6 funds transfer
1.7 evaluation
1.7.1 course evaluations
1.7.2 CAC.C evaluation
2.0 SCHEDULES
2.1 the beginning
2.1.1 pre-semester planning
2.1.2 move-in and setup
2.1.3 CAC.C calendar
2.2 master curriculum
2.3 summer term
2.4 fall semester
2.5 spring semester
2.6 MINORmester
3.0 FACILITY
3.1 personal equipment
3.2 shared equipment
3.3 studio security
4.0 FACULTY + STAFF
4.1 CAC.C director
4.2 CAC.C administrative coordinator
4.3 CAC.C librarian
4.4 college liaison
4.5 faculty
5.0 COLLEGE OF CHARLESTON
5.1 offerings and information
5.2 course equivalents
5.2.1 graduate students
5.2.2 undergraduate students
5.3 course information
5.4 course registration
5.4.1 cross registration form
5.4.2 coursework elsewhere form—undergraduates only
5.4.3 tuition payments
The Clemson Architecture Center in Charleston (CAC.C) is a hybrid program that provides a bridge between academia and practice. This course guide will introduce the Center’s principles, its curriculum, and the faculty.

The current version of this Guide, as well as related information, is available on the CAC.C website, in the right-column:

http://www.clemson.edu/caah/architecture/1.2.3.php

1.0 CAC.C CURRICULUM

The CAC.C contribution to Clemson’s School of Architecture’s curriculum is to prepare students to work in critical practice. The Center does this via four main practices:

PROFESSORS: Everyone who teaches at the CAC.C is a registered professional or a practitioner engaged in the delivery of the built environment.

CRAFT: Through courses and/or studios, we always offer hands-on instruction in architectural fabrication.

CONNECTIONS: Though our Intern Program and other forms of outreach, we put students in contact with professionals in meaningful exchange.
SERVICE-LEARNING: Most CAC.C studios are service-learning projects devoted to actual issues or projects in the low country.

1.1 enrollment requirements

The CAC.C is available to:

ARCHITECTURE: juniors, seniors, and graduate students in architecture.

LANDSCAPE ARCHITECTURE: juniors and above, including graduate students.

1.1.1 Clemson students

Students accepted into the Architecture and Landscape Architecture programs at Clemson University have priority for CAC.C enrollment and may make an advance reservation through the College liaison (4.4).

1.1.2 non-Clemson students

The CAC.C is also available to students from accredited colleges or universities who have a credit equivalency agreement with Clemson University, provided there is space available after Clemson students have signed-up.

For information on the TCEL (Transfer Credit Equivalency List), see:
http://www.registrar.clemson.edu/html/transCred.htm

If an institution is not listed on the TCEL, it means that there has not been a prior student approved for transfer credit from Clemson, not necessarily that Clemson credit will be denied. It is up to the other institution to determine whether it will accept credit for each respective Clemson course.

Students who wish to pursue this opportunity will need to register as a Special Student through Clemson University Admissions.

1.1.3 credits

Students at the CAC.C must be enrolled in at least 12 credit hours, 9 of which must be CAC.C courses—not including Internship. (Students who are living in College of Charleston dormitories or who are on the C of C meal plan must take at least 3 hours at the College of Charleston.) Loads in excess of 15 hours must be approved by the CAC.C Director and undergraduate advisor.

Some CAC.C studios and courses have pre- and/or co-requisites. See below.

1.1.4 fees

.1 TUITION
Tuition at the CAC.C is the same as regular Clemson tuition. Clemson’s tuition schedule can be found at:
http://www.clemson.edu/receivables/fees.htm

.2 AWAY-PROGRAM FEE
For academic year 2012-2012 there is no Away-Program Fee for Charleston.
.3 GRADUATE ASSISTANT DIFFERENTIAL (GAD)
Upon acceptance to Clemson University, graduate students may be awarded one or more GADS (each of which entitles a student to reduced tuition for one semester). A GAD is required for an Assistantship and may (but doesn’t have to) be used with a Mentorship. Whether in- or out-of-state, a GAD allows a student to pay a graduate assistant fee in lieu of tuition. Clemson’s Tuition and Fee Schedule: http://www.clemson.edu/cfo/receivables/sar/feesched.html

.4 SUMMER SESSION
See CAC.C Intern Program Guide for more information relative to summer credits and Internships.

.A UNDERGRADUATE STUDENTS
Undergraduates pay per credit hour.

.B GRADUATE STUDENTS
See the CAC.C Intern Program Guide for more information on summer credits and Mentorships.

1.2 curriculum
1.2.1 service-learning studios

Studios in Charleston during regular semesters emulate practice in that students work on actual issues and projects in the region, often in teams. Some studios originate projects while others reconsider, modify, and continue work done by previous groups. Studios function similar to an office in that the professors often function as a team leader. As in practice, those who show initiative and produce results earn greater responsibility. The studio is therefore to be a combination of individual and group work; a mix of creation and development. The Center continues to develop studio projects until they have reached a high level of excellence; then, the work of the several-semesters is collected and published, which thus makes a contribution back to the community.

.1 TRACKS
There are two studio tracks in Charleston during regular semesters, both following the above principles:

URBAN ARCHITECTURE STUDIO (Studio U): This studio focuses on architecture and the city. The scope includes urban design, context, and history.

FABRICATIONS STUDIO (Studio V): This studio focuses on architecture and tectonics, particularly the relationship between design and building. Actual buildings and projects are designed and constructed.

Which tracks are offered, to whom, in any given semester, depends on CAC.C enrollment, and project opportunities. Sometimes studios will be offered vertically; at other times by grad/undergrad. Sometimes both tracks are offered; at others only one. And, sometimes, a single studio will cover both tracks. Specific options will be presented to students when
they arrive in Charleston, at which time studio registration will be adjusted. **DO NOT** come to Charleston expecting to have a studio in one track or the other unless specific projects are announced in advance for the semester you are attending.

### 1.2.2 Seminars

Seminars are listed in alphabetical order. See **Error! Reference source not found.** to see which courses are offered in any given semester.

**LEGEND:**

<table>
<thead>
<tr>
<th>CAC.C COURSE TITLE</th>
<th>CAC.C ABBREVIATION</th>
<th>course #; credits; level; professor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. ARCHITECTURAL DRAWING</td>
<td>AD—ARCH 4290, ARCH 6290; 3 CR; G/UG; Ashley Jennings and Lloyd Bray</td>
<td></td>
</tr>
<tr>
<td>Minimum enrollment: 5 students</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Charleston’s renowned urban setting is a fabulous laboratory from which to develop drawing expertise. Justin Ferrick teaches students the craft of depiction and how to use drawings as a developmental tool primarily and for presentation purposes. Working through a series of increasingly complex exercises, the course develops skill as well as composition.

**2. HISTORY + THEORY OF LANDSCAPE AND URBANISM**

**HTL+U—ARCH 8630, 3 CR; G; James Thomas**

Graduate elective course

Charleston has often been characterized as having an elusive quality that is easily recognized but rarely reproduced. What are the essential ingredients of urban Charleston? What is the special combination of its urbanism and its landscape and how can these lessons be generalized into a more comprehensive approach to design?

This course will cultivate different ways of seeing, representing, and understanding the landscape and the city. Both will be presented as dynamic, living systems evolving from Roman, Medieval, Baroque, Industrial, Idealized, and non-Western roots, and shaped by political, economic, social, cultural, and physical incidents.

In this combination classroom and tour course, students engage in a mental and physical exploration of the integration of urbanism and nature in the Charleston environment. Readings from classic texts on nature, urbanism, and architecture are combined with investigation of key works from all periods. Lessons from Charleston are generalized into a more comprehensive approach to design.

**3. HISTORY AND THEORY OF URBANISM**

**DCiIA—ARCH 4710/6990 LARCH 4900, 3 CR; G/UG; Jacob Lindsey**

Satisfies undergraduate history/theory requirement

Elements of urbanism will be introduced to the student through observation of physical elements of urbanism organized by scale, survey of selected works of Western urbanism that have directly contributed to the evolution of American urban form, and evaluation of influential polemical text from the 20th Century that have shaped our understanding of urbanism.

The seminar will be composed of lectures, readings, discussions, drawing/essay analysis, review of drawings, and field trips where students will learn to understand buildings while sketching on site.
.1 INTRODUCTION TO CRAFT—WOOD

ITC-W—ARCH 4770/400, ARCH 6770/400; 3 CR; G/UG;
David Pastre

graduate and undergraduate elective course;
can satisfy undergraduate technology course requirement;
class size limited to 12 students

True craftsmanship is more than a set of skills; it is a whole approach, state of mind, and mode of engagement with the activity of making. This course will introduce students to the discipline of craft using woodwork as a medium. It is designed for both novices and for students who enjoy making but have not had experience working with masters of craft. Course meets five contact hours per week for the first half of the semester, with little or no outside work.

Students who successfully complete this course will be able to safely operate basic woodshop tools and understand fundamental woodworking skills.

1.2.4 Intern Program

The Intern Program is a practicum in which students work for architects, landscape architects, urban designers, contractors, or craftspeople for pay and credit. Internships and Mentorships are tailored to the respective intern’s abilities and the needs of a Sponsor, allowing for a 5-16 hour load per week, from the novice to the seasoned intern. For details, see the CAC.C Intern Program Guide.

.1 REGISTRATION

Students interested in an internship should register for:

**INT**—INTERNSHIP: ARCH 4890; 3 CR; UG
**INT**—MENTORSHIP: ARCH 8890; 3 CR; G

The availability and diversity of internships vary. Every CAC.C student may apply; the number of positions will vary with market conditions and the suitability of interns to sponsoring firms. If an internship is not awarded, the student must drop the course before the University deadline.

.2 MENTORSHIP VS. ASSISTANTSHIP

Graduate students at the CAC.C may be offered a Mentorship or an Assistantship, not both. Multiple awards in successive semesters in either program may be possible, but not guaranteed.

For more information, on ASSISTANTSHIP, see CAC.C–STUDENT HANDBOOK; on MENTORSHIP, see CAC.C–INTERN PROGRAM GUIDE.

1.3 Registration

Students register for classes on the Clemson web before coming to Charleston, according to the University’s standard deadlines.

Students are encouraged to attend all CAC.C classes the first week of the semester to become familiar with the course syllabi and professors. We can then change registration up to the University’s drop/add date.

See Error! Reference source not found. for a schedule of courses being offered during the current academic year. See the respective semester’s weekly schedule in section 2.0 for
meeting times; be sure to check for conflicts with courses you may be taking at the College of Charleston (see 5.0, COLLEGE OF CHARLESTON).

1.4 non-degree student

1.5 auditing

There are two ways to audit courses at the CAC.C.

1.5.1 university auditing

Qualified students may audit courses upon the written approval of the professor and the Clemson University Registrar. Auditors are under no obligation of regular attendance, preparation, recitation, or examination and receive no credit. Participation in classroom discussion and laboratory exercises by auditors is at the discretion of the instructor. A student who has previously audited a course is ineligible for credit by examination. Courses audited are not recorded on the student's academic record.

1. COST

1. Persons in one of the categories below, with approval, may audit courses without charge:

a. Graduate assistants
b. Full-time undergraduate and graduate students (12 or more credit hours)
c. Faculty and full-time staff auditing 4 credit hours or less
d. South Carolina residents age 60 or over, provided neither person nor spouse receives compensation as a full-time employee at Clemson University.

2. Other persons who audit pay approximately one-half the fee charged for credit.

Individuals desiring to audit a course should secure an enrollment card from the Records and Registration Office, 102 Sikes Hall. Students may not sign up to audit until the first day of class so that priority may be given students taking courses for credit. Audits should not be entered in the on-line registration system.

1.5.2 CAC.C–auditing

Qualified students may audit CAC.C courses upon the written approval of the professor, the CAC.C Director, and the Clemson University Registrar, provided there is space available for all credit-seeking students. Auditors are under no obligation (except where indicated below) of regular attendance, preparation, recitation, or examination and receive no credit. Participation in classroom discussion and laboratory exercises by auditors is at the discretion of the instructor. A student who has previously audited a course is ineligible for credit by examination. Courses audited are not recorded on the student's academic record.

There are two ways to audit a CAC.C course. Both are subject to certain restrictions.
1. UNIVERSITY AUDITING
   1. FEE WAIVERS: Persons in one of the categories below, with approval of the Registrar, professor, and Director, may audit courses without charge:
      a. Graduate assistants
      b. Full-time undergraduate and graduate students (12 or more credit hours)
      c. Faculty and full-time staff auditing 4 credit hours or less
      d. South Carolina residents age 60 or over, provided neither person nor spouse receives compensation as a full-time employee at Clemson University

      This does not include lab fees, if any, or student supplies and equipment.

   2. FEE PAYERS: Other persons who audit pay approximately one-half the fee charged for credit. See the University website for details.

      Individuals desiring to audit a course should secure an enrollment card from the Records and Registration Office, 102 Sikes Hall. Audits should not be entered in the on-line registration system.

2. CAC.C AUDITING

   As part of its mission of providing a hybrid academic/professional environment, the CAC.C allows design professionals and craftspersons to audit its courses as follows:

   1 CR: $300
   2 CR: $400
   3 CR: $500
   6 CR: $800

   This does not include lab fees, if any, or student supplies and equipment.

   CAC.C audits do not register the student with Clemson University; no credit is given and no permanent record is kept of the student's participation. Apply with the CAC.C's Administrative Coordinator.

3. RESTRICTIONS

   The following restrictions apply to both auditing programs:

   1. SIGN-UP DATE: Audits will not be given a permanent place in the class until the drop/add date, so that priority may be given students taking courses for credit.

   2. CRAFT/STUDIO: Audits taking courses in craft or studio may not waive fees (due to course costs) and will have the same required attendance and participation policies as regular students (for safety).

   1.6 funds transfer  Students who have loans, assistantships, or a Graduate Internship are required to complete and submit to Clemson University the Automatic Deposit Form (included in the Clemson University tuition bill). Payments will thus be
automatically deposited to the student’s account. If the automatic deposit form is not completed, then checks will not be issued.

1.7 evaluation

1.7.1 course evaluations  Evaluations of CAC.C courses, like those at Clemson, are done on-line. For a tutorial, see: http://www.clemson.edu/ccit/help_support/solution_guides/online_eval.html?site-index=422

1.7.2 CAC.C evaluation  Before you check-out at the end of the semester, please fill out a CAC.C evaluation. Your honest evaluation will help us improve this program.
2.0 SCHEDULES

2.1 the beginning

2.1.1 pre-semester planning
There are a number of tasks required for the Intern Program that must be completed prior to the semester of study in Charleston. See the CAC.C Intern Program Guide and the respective Semester Schedule in section 2.0.

2.1.2 move-in and setup
Students may move into the School (20 Franklin Street) during the time indicated in the respective Semester Schedule (2.0). Students should be completely set up and ready to begin work prior to the start of class.

2.1.3 CAC.C calendar
The CAC.C maintains a different calendar than either Clemson University or the College of Charleston. Be sure to follow, carefully, the CAC.C Master Calendar, available from the CAC.C website:

http://www.clemson.edu/caah/architecture/fluid-campus/cac-master-calendar.html

By using the drop-down tab in the upper-right, you can turn on/off Intern Program data, studio data, or other layers of the master calendar.
3.0 FACILITY The CAC.C is located in the old Marine Hospital at 20 Franklin Street, Charleston, SC, a building designed by the first formally trained architect in the United States and founder of the American Institute of Architects, Robert Mills. The shop is located at 1 Simons Street.

For more information about facilities, see CAC.C Student Handbook.

3.1 personal equipment The CAC.C will provide students with:
- Drawing table
- Personal desktop computer
- Internet access

3.2 shared equipment The CAC.C will have the following available to students for communal use:
- Wood and model shop
- LCD projectors
- Flat screen displays
- Laptop computer
- Architectural library
- Digital cameras
- Video cameras
- Large format flatbed scanners
- Small format scanners
- Color laser printer and copier
- Laser measuring device
- Laser cutter
- 3D printer
- Plotter

3.3 studio security All students will be expected to work in the studio on Franklin Street. Each studio is individually locked; the studio floor is locked; and the building is locked. The CAC.C monitors the distribution and duplication of keys, so that students should feel comfortable bringing their own equipment into studio. Clemson has no insurance on students’ personal equipment, however. Students should verify with their property insurance company (either the policy that covers their apartment or, if none, their parents’ policy) that personal belongings at the school will be covered.
4.0 FACULTY + STAFF

4.1 CAC.C director Ray Huff, Associate Professor / Director
Clemson Architecture Center in Charleston
20 Franklin Street
Charleston, SC 29401
miller@clemson.edu

4.2 CAC.C administrative coordinator Miriam Rose, Administrative Coordinator
Clemson Architecture Center in Charleston
20 Franklin Street
Charleston, SC 29401
miriamr@clemson.edu

4.3 CAC.C librarian Ina Bootle, Librarian
Clemson Architecture Center in Charleston
20 Franklin Street
Charleston, SC 29401
inab@clemson.edu

4.4 college liaison Regina Foster
Assistant Director of Off Campus Programs
Office of Off-Campus Studies
151 Lee Hall
Clemson, SC 29634-0501
T: 864-656-3636
rkomo@clemson.edu

4.5 faculty

RAY HUFF Graduate of Clemson University, Huff is an architect and
partner in Huff-Gooden Architects and an architect of national
distinction. He has taught at Yale University and was the
Founding Director of the Charleston Program (1988-2000).

ASHLEY JENNINGS Graduate of Clemson University, Jennings is an architect and
principal at Prescon LLC specializing in urban commercial
architecture.

DAVID PASTRE Graduate of Miami and Clemson Universities, Pastre is a
member of JMO Woodworks, an accomplished craftsman,
and Shop Manager for the CAC.C.

JAMES THOMAS Graduate of the University of Pennsylvania where he studied
with Louis Kahn, Thomas is an architect and partner in Thomas
& Denzinger Architects.

JACOB LINDSEY Graduate of the University of Georgia where earned a
professional degree in landscape architect. Lindsey is the
president of UrbanFabric, an urban design firm.

LLOYD BRAY Formerly of Scoggins Elam Bray of Atlanta, an internationally
renown architecture practice.
5.0 COLLEGE OF CHARLESTON

Students who enroll for College of Charleston (C of C) courses have certain privileges at C of C facilities, including use of the gym, parking, and so on. All CAC.C students, whether enrolled at C of C or not, have access to the C of C library.

5.1 offerings and information

All courses taken at the C of C that have transfer equivalents (5.2.2) are transferred to Clemson with a grade (not pass/fail). To learn about class offerings and schedules, see the C of C catalogue and go to the C of C website: www.cofc.edu/academics (under “Course Listings”).

5.2 course equivalents

Students may satisfy their required coursework at the College of Charleston. Keep in mind that students will not be excused from CAC.C courses or studios, so verify class meeting times before enrolling.

5.2.1 graduate students

Clemson does not currently have a cross-registration agreement set up with the graduate school at CoF C. If a graduate student wants to take a C of C course, they must apply and then register. The easiest and cheapest way to do this is to apply as an undergraduate, non-degree seeking student. It currently costs $10 to apply, and then pay for the course directly. In order to do this, fill out the “Application for Undergraduate Non-Degree Admission” form available from the College of Charleston.

5.2.2 undergraduate students

Undergraduates may be able to take courses that satisfy their Minor requirements or certain Major requirements. For C of C courses that are accepted as equivalents by Clemson, see: http://virtual.clemson.edu/groups/tcel/SC1.HTM#003428

5.3 course information

The College of Charleston’s current catalogues may be found at:
http://www.cofc.edu/about/publications/index.php To see which courses are available in a given semester, go to:

5.4 http://registrar.cofc.edu/course-offerings/index.php

To register, you must complete two forms:

5.5 course registration

5.5.1 cross registration form

Complete a Cross Registration Form for College of Charleston classes only—no CAC.C classes are to be placed on the Charleston Cross Registration Form. This form is available from the Administrative Coordinator; completed forms should be returned to emailed to the College Liaison (with copy to the Administrative Coordinator). The College Liaison will register the courses in Charleston.

If you are participating in another off-campus program (Genoa or Barcelona), email your selection of College of Charleston classes to College Liaison (4.4).

5.2 coursework elsewhere form—undergraduates only

The form “Coursework To Be Taken Elsewhere” will need to be completed for each Charleston course not listed on the "Transfer Credit Equivalency List". This form has to be completed and a signature obtained before departing.
campus the semester prior to enrollment in the CAC.C. Charleston courses selected from Clemson's "Transfer Equivalency List" and completed successfully will receive a grade. Charleston courses not listed on the "Transfer Equivalency List" will only receive credit, no grade (unless it is approved by your Department Head and processed through the Department office.

This form is available from:
http://www.registrar.clemson.edu/html/Approval.htm

Return completed form to College Liaison (4.4); completed forms should be returned to . She will register the courses in Charleston.

To see the Transfer Credit Equivalency list:
- Go to the Clemson Homepage (http://www.clemson.edu/)
- In the box labeled "Current Students Homepage," select "Transfer Credit Equivalency List"
- Select "C" from the alphabetical menu
- Select "College of Charleston"

5.5.3 tuition payments CAC.C students pay Clemson University, which pays the C OF C for its courses. Do not pay College of Charleston fees directly, even if you receive an invoice. Check with your scholarship or student loan office to verify that your CofC courses are credited on your transcript so that you do not lose your scholarship or loan!