	<b>T.R.</b> <b>GEBZE TECHNICAL UNIVERSITY</b> <b>ARCHITECTURAL DESIGN COURSES</b> <b>APPLICATIONS PRINCIPLES DIRECTIVE</b>	Document No	<b>YÖ-0016</b>
		Publication Date	<b>06.12.2017</b>
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### **Purpose:**

**Article 1:** The purpose of this directive is to determine the principles of implementation and evaluation of the Architectural Design courses included in the Curriculum of the Department of Architecture at Gebze Technical University.

### **Definition:**

**Article 2:** In the Department of Architecture at Gebze Technical University, a total of 8 (eight) Architectural Design courses are offered during the 4-year undergraduate program. These courses are named as ARCH 121 Architectural Design I, ARCH 122 Architectural Design II, ARCH 221 Architectural Design III, ARCH 222 Architectural Design IV, ARCH 321 Architectural Design V, ARCH 322 Architectural Design VI, ARCH 421 Architectural Design VII, and ARCH 495 Architectural Design VIII. The last of these courses is Architectural Design VIII, and this course is conducted according to its own implementation directive. In matters not covered by the Architectural Design VIII directive, the relevant conditions in this directive apply. Architectural Design courses are compulsory basic courses that involve theory and practice and are conducted as "group courses" by multiple instructors and assistants.

### **Objectives of Architectural Design Courses:**

**Article 3:** The objectives of Architectural Design courses are to provide students with the knowledge and skills to design defined and leveled designs at the end of each semester. Designs related to the selected topic are created, and they are presented at the end of the semester through drawings and models. It is essential that the knowledge and skills acquired in all courses taken up to that semester are used/reflected in the projects undertaken in architectural design courses. In this context, architectural problems ranging from simple to multifaceted and complex are analyzed through the designs made.

### **Enrollment and Implementation Procedures of Architectural Design Courses:**

**Article 4:** ARCH 121 Architectural Design I, ARCH 122 Architectural Design II, ARCH 221 Architectural Design III, ARCH 222 Architectural Design IV, ARCH 321 Architectural Design V, ARCH 322 Architectural Design VI, ARCH 421 Architectural Design VII courses, and ARCH 495 Architectural Design VIII "Architectural Design" courses are prerequisites for each other. A student who fails any of the Architectural Design I, II, III, IV, V, VI, VII courses must retake the same course in the following semester and cannot take the next Architectural Design course. In this context, all Architectural Design courses are offered every semester. For a student to take Architectural Design VIII, they must have taken and passed all Architectural Design courses.

Students who will take Architectural Design I for the first time must take this course in the fall semester. Students transferring through the vertical transfer system may be allowed to take Architectural Design I in the spring semester.

Architectural Design courses cannot be taken from the summer school programs of Gebze Technical University and other universities.

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### **Assignment of Instructors and Course Groups for Architectural Design Courses:**

**Article 5:** At the beginning of each semester, within the first week of the academic term, the numbers of students to take Architectural Design courses and the numbers of instructors to conduct the courses, as well as the course groups and the students to be included in these groups, are determined based on the number of students and the quality of education. In assigning instructors for the courses, priority will be given to the full-time faculty members and lecturers in the department. However, to enrich the content of the courses and to impart different perspectives and experiences to the students, instructors from other departments of the Faculty, as well as faculty members from other universities' architecture departments, and/or renowned architects known for their work and expertise in the field may be utilized for design courses. Part-time instructors invited to teach in design courses must meet the criteria set by the department council. A coordinating faculty member appointed by the Department Chairmanship oversees the entire process from determining the subject of the respective Architectural Design course to the final evaluation, ensuring coordination and communication between the instructors leading the course groups and the students. The group and the instructor for the design work of the student are determined under the supervision of the Department Chairmanship.

### **Examinations of Architectural Design Courses:**

**Article 6:** Midterm Examination (Interim Jury): The midterm examinations of all Architectural Design Courses (including Architectural Design VIII) are conducted each semester, with at least 1 (one) midterm examination in the form of "Sketch Examination" and/or "Pre-Evaluation by Jury". The interim examination, based on the jury system, is conducted in the form of an open verbal defense. At the beginning of each semester, the number of midterm examinations for Architectural Design courses, their grading weights, and how they will be implemented are determined by the joint decision of course instructors and reported to the Department Chairmanship. Considering that there may be more than one midterm examination, it is not obligatory to officially announce the midterm examination grades with other midterm examination announcements. In such cases, the midterm examination grades are submitted along with the end-of-semester grades. Attendance to midterm examinations is mandatory. Under justifiable and valid reasons within the scope of the relevant article of the Gebze Technical University Undergraduate Education and Training Regulation, students who cannot attend midterm examinations may be given the right to take a makeup examination once. Except for force majeure situations (such as strikes, lockouts, wars, mobilization, public uprisings, terrorism, earthquakes, storms, floods, avalanches, lightning, natural disasters, chemical pollution, radiation accidents, radiation fallout, ionizing radiation, fire, or serious contagious diseases), a student is not allowed to miss midterm examinations multiple times. Students who fail to take two or more midterm examinations will not be granted the right to take the final examination. A student who cannot attend one of the midterm examinations due to a valid excuse submits the required documents to the department secretary within the specified period stated in the undergraduate regulations. If the excuse is accepted by the Faculty Administrative Board, the student is granted the right to take the examination. The student does not attend the excuse jury; the jury members evaluate the situation among themselves.

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**Article 7: "Sketch Examination"** is a type of examination that involves solving a subject prepared in accordance with the architectural design level of the student during the examination period. The sketch examination aims to evaluate the student's accumulation of knowledge acquired in all disciplines attended during their education and to provide them with the awareness and ability to use it. Based on this accumulation, sketches teach the student research within the design process, evaluation of these researches, ways to select those that can reach a conclusion, and provide the necessary skill for it. The subject of the sketch and the required drawings, etc., presentations are determined by the course instructors, and the results are evaluated by a jury consisting of course instructors. The weight of the sketch examination is 10% for all Architectural Design courses and is specified in the course information form prepared at the beginning of the semester.

#### **Article 8: End-of-Semester Final Examination (Evaluation/Final Jury) Submission and Pre-Evaluation by Jury:**

The end-of-semester examinations (Evaluation/Final Juries) of Architectural Design courses begin with the submission, in the required form and quality as specified by the course instructors, of the design subject worked on by the student throughout the semester, which must be delivered to the course instructors in person and signed for. The project submission date, time, and location, as announced by the Department Chairmanship, must be adhered to. No submissions will be accepted outside the specified date and time, and no excuses will be considered in this regard. Students who fail to submit their design project will not be admitted to the end-of-semester examination (jury). In the final examination schedule, at least 1 (one) day is allocated for pre-evaluation between the submission of projects and the jury evaluation.

#### **End-of-Semester (Final) Examination (Evaluation/Final Jury):**

**Article 9:** The evaluation of the student's progress in the relevant Architectural Design course up to that day is carried out by a jury consisting of the course instructors. If deemed necessary, instructors from other disciplines and/or faculty members from other universities' architecture departments, and/or renowned architects known for their work and expertise in the field may be invited to the jury. The examination based on the jury system is conducted in the form of an open verbal defense. The defense, except for Architectural Design VIII, lasts a maximum of 10 minutes in design courses. Following the presentation, the student answers questions posed by the jury members. After the examination, minutes containing the grades and calculations provided by all jury members are submitted to the Department Chairmanship by the course instructors. Students who fail to submit their design works on the submission date, those who do not attend the end-of-semester examination conducted by the jury, and those whose design works are deemed insufficient at the end of the semester are considered unsuccessful in the course. Since Architectural Design courses entail the evaluation of a design project spanning one semester, there are no opportunities for end-of-year makeup examinations or summer school sessions for these courses.

#### **Conditions for Submission of End-of-Semester Design Projects:**

**Article 10:** Works (drawings, models, etc.) related to Architectural Design courses are received by designated faculty members on the date, location, and time announced by the Department Chairmanship,

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and they are signed for. Submissions to faculty members not designated for this purpose are invalid. The submission period cannot be extended in any way beyond the decision of the Department Board. Presentations related to design projects undertaken within the scope of Architectural Design courses may consist of hand-drawn and/or computer-generated architectural drawings. Presentations may be supported by models. The required documents are submitted in the form of drawing sheets, while hand-drawn design works and models may also be submitted separately on CD-ROMs along with photographs for archival purposes. The storage period for these works by the department is 2 years.

### **Appeals:**

**Article 11:** Regarding "grade appeals" in Architectural Design courses, the relevant article of the GTU Undergraduate Education and Training Regulation applies. Students may only appeal on grounds of material error; they cannot appeal regarding the academic judgment of the instructors.

### **Attendance Conditions:**


**Article 12:** The attendance requirement for Architectural Design courses is 80% as stipulated by the relevant article of the GTU Undergraduate Education and Training Regulation. If a student fails in an Architectural Design course, they must repeat the course in the following semester and fulfill the attendance requirement again. Since Architectural Design courses are practical courses based on individual student work, attendance depends on the student's active participation. Necessary practices must be carried out and presented. Merely being physically present in the educational space is not sufficient to fulfill the attendance requirement.

### **Grading:**

**Article 13:** The determination of the passing grade for Architectural Design courses follows the relevant article of the GTU Undergraduate Education and Training Regulation. In cases where deemed necessary, the contribution ratios to the passing grade may be altered by decisions of the Department Board and Faculty Board. Architectural Design courses constitute the backbone of architectural education. The works carried out within the scope of these courses are expected to reflect the knowledge and skills acquired in all other courses and are evaluated accordingly. Conditional passing rights are not applicable in Architectural Design courses, which differ from other courses in their originality. In these courses, regardless of the conditional semester grade average, grades of DC and DD indicate failure. As Architectural Design courses are practical courses spanning the semester, there is no provision for summer school.

### **Exhibition and Publication Rights:**

**Article 14:** Successful student works may be exhibited when deemed necessary by the Department and/or published in architectural publications. Except for works that must be kept for legal reasons, all other works will be returned to their owners. Works not collected by the announced return date set by the Department will be disposed of in recycling bins.

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#### **Miscellaneous Provisions:**

**Article 15:** There is no provision for a single-course exam in Architectural Design courses evaluated as Project Work in accordance with the relevant article of the GTU Undergraduate Education and Training Regulation.

**Article 16:** In cases where there are no provisions in this directive, principles and decisions to be taken by the GTU Undergraduate Education and Training Regulation and/or Department and Faculty Boards shall apply.

#### **Effective Date:**

**Article 17:** This directive shall enter into force on the date it is approved by the GTU Senate and shall be valid for all students in the Department of Architecture at Gebze Technical University.

#### **Execution:**

**Article 18:** The provisions of this directive shall be executed by the Head of the Department of Architecture at GTU Faculty of Architecture.

	<b>The Senate Decision Approving The Directive</b>	
	<b>Date</b>	<b>Number</b>
	03.07.2008	2008/10
	<b>The Senate Decision Amending The Directive.</b>	
	<b>Date</b>	<b>Number</b>
1	06.05.2015	2015/05
2	17.02.2021	2021/03