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Dear Student:

Hello, and welcome to the Samford family. As a member of the School of the Arts, you join a community of peers who seek to explore the intersection of faith, scholarship, and the talent to discover, examine, and reveal great art.

As a student in the new Master of Science in Design Studies (MSDS), you are helping pioneer a new curriculum. You come to us with significant experience and preparation in design; our goal is that this program will elevate your talent and work. We commend your interest in sharing your experience in design with others and believe this degree will give you the tools necessary for a lifetime of design, research and teaching.

Let us know how we can best serve you along the way. We appreciate your feedback and look forward to the dialogue of teacher and student. Most of all, please know that we are here for you: for questions, for concerns, and for celebrations. We look forward to sharing in your dreams and accomplishments, as we share the days and years ahead.

Joseph Hopkins
Dean and Professor of Music
School of the Arts
INTRODUCTION AND OVERVIEW

A Brief History of Samford University

Samford University is the largest privately supported and fully accredited institution for higher learning in Alabama. Founded by a group of education, economic, and religious leaders, the school was chartered in 1841 and opened its doors on January 3, 1842, in Marion, Alabama as Howard College. It has survived two destructive fires and the partial paralysis of the Civil War and Reconstruction. In 1887 it was relocated to Birmingham, and in 1957 the institution was moved to its present campus. In 1920 Howard College gained membership in the Southern Association of Colleges and Schools – Commission on Colleges (SACS-COC). The establishment of the Teacher Education Division in 1914 and the Division of Pharmacy in 1927 highlighted the school’s continuous growth throughout the years. The historic and renowned Cumberland School of Law, established in 1847 in Lebanon, Tennessee was acquired in 1961.

The University now consists of the Howard College of Arts and Sciences, Brock School of Business, Orlean Bullard Beeson School of Education, School of the Arts, Beeson School of Divinity, Cumberland School of Law, and the College of Health Sciences which includes Ida V. Moffett School of Nursing, McWhorter School of Pharmacy, School of Health Professions, and School of Public Health. Samford University was founded by Baptists of Alabama, and today maintains a close relationship with the Alabama Baptist State Convention (Southern Baptist Convention). While the University cherishes this relationship and sees its role centered on Christian belief, Samford is open to students of all denominations and faith traditions.

A Brief History of the School of the Arts

In 1948, Howard College’s board of trustees unanimously approved the establishment of the Department of Music to offer the bachelor of music degree. Prior to that time, music was taught on campus by professional musicians from a local music school through a cooperative agreement, but a bachelor’s degree was not offered. By 1952, the music curriculum was so successful that more teaching space was required to accommodate the demand for music courses. In 1970, the department was elevated to school status.

In 2001, Samford’s theatre and music programs combined to create a School of Performing Arts. Visual arts followed in 2007, and in 2008 Samford announced the new School of the Arts, comprising the Division of Music, Department of Theatre and Dance and Visual Arts Department. The School of the Arts now offers 16 majors, 7 minors, and 8 graduate degrees.
University Accreditation

Samford University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACSCOC) to award bachelor’s, master’s, educational specialist, and doctoral degrees. This status was most recently affirmed in 1996, continuing a relationship that Samford has enjoyed with SACS since 1920. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia, 30033-4097, or call 404-679-4500 for questions about the accreditation of Samford University.

Mission Statement of Samford University

The mission of Samford University is to nurture persons in their development of intellect, creativity, faith, and personhood. As a Christian university, the community fosters academic, career, and ethical competency while encouraging social and civic responsibility, and service to others.

The Samford community values lifelong:

• belief in God, the Creator of heaven and earth, and in Jesus Christ, His only Son, our Lord.
• engagement with the life and teachings of Jesus.
• learning and responsible freedom of inquiry.
• personal empowerment, accountability, and responsibility.
• vocational success and civic engagement.
• spiritual growth and cultivation of physical well-being.
• integrity, honesty and justice.
• appreciation for diverse cultures and convictions.
• stewardship of all resources.
• service to God, to family, to one another, and to the community.

Vision

Anchored in Christian understanding, Samford University will be a diverse community, stressing vigorous learning and personal faith, in the Baptist tradition. Within that commonality, the Community will be innovative in teaching, learning and research; sensitive to global issues; aggressive in self-assessment and continuous improvement. Faithful to its mission, Samford will be known and acknowledged worldwide by holding to its core values. The world will be better for it.

Mission Statement of The School of The Arts

The School of the Arts is preparing today’s artist to shape tomorrow's world by inspiring artistry, promoting scholarship, and realizing professionalism as we serve the community in the spirit of Christ.
Mission Statement of the Master of Science in Design Studies

The Mission of the Master of Science in Design Studies faculty is to prepare credentialed design professionals through enriched, faith-based academic coursework to foster lifelong learning, and the attainment of personal career goals in order to heighten the graduates’ opportunities to serve as a design educator and/or researchers.

Values

The School of the Arts, Department of Interior Architecture is a premier faith-based school that seeks to serve as the standard for design education and practice.

Philosophy

In fulfillment of the program mission and in support of the mission of Samford University, the department of Interior Architecture faculty affirms the values and beliefs as a foundation to better design practice, research, and educate.

The department seeks to prepare design practitioners to combine design and the science of their professions with high ethical and moral standards of design education practices of teaching, scholarship, and service.

The Department of Interior Architecture faculty believes:

Design solves complex problems to impact lives and communities at large.

Research informs design solutions, framing and addressing immediate and long-term impact of design solutions.

Teaching is a collaborative process between student and teacher, emphasizing critical thinking, problem solving, and mentorship.

Students are viewed as adult learners, engaged in the educational process by assuming the responsibilities for learning.

MSDS DEGREE OVERVIEW

The degree program is a scholarly research-based program, for those individuals who seek advanced education in the field of design, research and teaching. The degree addresses diverse aspects of design inquiry through a set of core courses, promoting the integration of research in design and undergirded by learning from a Christian worldview. To prepare for this research, students undertake a set of core courses in research methods, followed by related topical courses. Seeking to prepare professional designers to impact the vast field of design, students will complete their coursework with
a definitive, original scholarly research thereby adding to the body of knowledge within their field of expertise.

**MSDS PROGRAM OUTCOMES**

Upon satisfactory completion of the MSDS degree, all graduates will be able to demonstrate a broad knowledge and skills base in the core areas of design, academic research and the practice of design education. Graduates will be able to:

- Demonstrate an understanding of various research methodologies.
- Examine current trends in architecture, interior design, and environmental design.
- Demonstrate knowledge and skills for effective design research and/or education practice in their selected area of expertise.
- Apply current research findings and the knowledge of professional standards to the practice of design education.
- Engage in research activities that contribute to the body of knowledge in the field of interior design and/or design education
- Engage in analytical methods in order to effect optimal outcomes
- Transfer the knowledge of service to the academic experience.

**Program Accreditation**

The Master of Science in Design Studies is not accredited by the Council for Interior Design Accreditation (CIDA) or a National Architectural Accrediting Board (NAAB) accredited degree nor is it a sufficient prerequisite for taking the architectural licensing exam.

**CURRICULUM MODEL**

The MSDS program is 24-months of advanced study with an emphasis on design, research and teaching. Cohorts begin every summer with an extended weekend orientation on-campus.

The curriculum requires 33 credits of master level coursework. The program includes course work in the following areas:

- a) Design core, courses related to interior design, architecture, and design theory.
- b) Pedagogical practices within design education
- c) Research, courses related to qualitative and quantitative research methods.
- d) Master Thesis. The MSDS program culminates in the successful completion of the master thesis. The thesis should begin in the early stages of the program and continued throughout the course work. The thesis will be used to explore new insights thereby contributing to the body of knowledge that can in turn advance the discipline and practice of
interior design and/or design education. The scholarly work is planned with a two-member committee.

**Full-time vs. Part-time status**

For financial aid purposes, students must register for a minimum of six semester hours to be considered full-time. Four semester hours is full time for summer term. Students who enroll in fewer than six hours spring or fall, or three hours in the summer will be considered part-time. If a student fails to register for one semester, that student will be considered inactive. If an MSDS student should choose to withdraw from the program, the student must request a leave of absence in writing by contacting the Director of the program.

**ACADEMIC POLICIES**

These policies apply to all MSDS graduate students.

**Progression Policies**

In order to progress through the MSDS program within the Department of Interior Architecture, each student must:

- Adhere to the Code of Ethical/Professional Conduct as specified in the *Samford University Catalog*.
- Possess, or provide evidence of in-process, professional licensure and/or certification of professional qualification in your state of practice.
- Maintain a cumulative GPA of 3.0. Any student who falls below a GPA of 3.0 will be placed on academic probation.
- Acknowledge that a required course can be repeated only once.
- Acknowledge that failure of the same course twice constitutes dismissal from the program of study.
- Acknowledge that any courses repeated will delay the initial projected graduation date.
- Students must be aware that matters of plagiarism, unethical, unprofessional, or unsafe conduct may result in immediate dismissal from the School of the Arts.
The faculty within the Department of Interior Architecture approve the following grading scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
<th>Grade</th>
<th>Range</th>
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<tbody>
<tr>
<td>A</td>
<td>93-100</td>
<td>C</td>
<td>73-76.9</td>
</tr>
<tr>
<td>A-</td>
<td>90-92.9</td>
<td>C-</td>
<td>70-72.9</td>
</tr>
<tr>
<td>B+</td>
<td>87-89.9</td>
<td>D+</td>
<td>67-69.9</td>
</tr>
<tr>
<td>B</td>
<td>83-86.9</td>
<td>D</td>
<td>63-66.9</td>
</tr>
<tr>
<td>B-</td>
<td>80-82.9</td>
<td>D-</td>
<td>60-62.9</td>
</tr>
<tr>
<td>C+</td>
<td>77-79.9</td>
<td>F</td>
<td>Below 59.9</td>
</tr>
</tbody>
</table>

- **A**: The highest proficiency in ability and application
- **A-**: Slightly less than the highest proficiency in ability and application
- **B+**: Outstanding proficiency
- **B**: Ability and achievement of a high but second order
- **B-**: Ability and achievement of a high but third order
- **C+**: A better than average performance
- **C**: Average ability or average achievement
- **C-**: Slightly below average achievement
- **D+**: Below average performance. Many colleges decline to accept transfer credit of lower than a C grade.
- **D**: Below average performance. There is no D repeat policy.
- **D-**: Just above failing performance.
- **E**: Grade given to a student who, though failing a final examination, has a general daily average high enough to justify the expectation that he/she could pass the course if permitted to take a make-up examination. An E can be removed only by re-examination and is never raised to a grade higher than D.
- **F**: Outright failure and can be changed only if it is the result of a clerical error made by the institution. If F is given as a final grade, the student must repeat the entire course and earn a passing grade to receive credit for it. There is no F repeat policy.
- **FA**: Grade given to a student who is dropped from a course because of excessive absences or who withdraws from the University without written permission from the Student Records Office. It carries the same penalty as F.
- **INC**: Represents Incomplete. It is given when an unavoidable absence from a final examination or an excusable failure to complete laboratory or parallel assignments occurs. When the student completes the course requirements, the instructor may change the INC to any grade.
Grading Policies

If a student has concerns or questions regarding a specific grade, he/she must first request an appointment with the course professor in writing within seven (7) days of posting of the grade.

The decision to withdraw from any course is the responsibility of the student. Students should refer to the current Samford University Catalog for more information.

A student who withdraws from a course or fails a course can only re-enroll in the course dropped the following semester only if the course is offered and if space is available. Students may enroll in the same course no more than twice.

Grievance Procedure

Students should follow the complaint process as outlined in the current Samford University Student Handbook (www.samford.edu/studenthandbook).

Academic Honesty

Student who enroll in the MSDS program of study are expected to observe the academic standards with the highest of academic integrity as outlines in the current Samford University Academic Integrity Policy.

Student Rights and Responsibilities

Students enrolled in the MSDS program of study are expected to adhere to all behavioral and values as stated in the Samford University Handbook (www.samford.edu/studenthandbook).

Online Attendance Policy

All students are expected to attend all educational opportunities provided for them by the school. On-campus attendance is mandatory for new student orientation and graduation activities. Students registered for online courses are expected to complete coursework through the learning management system. Online class attendance will be assessed by the completion of all course assignment according to the course prescribed due date and central time zone. Students are responsible for retrieving and responding to message from their Samford Bulldog mail and the learning management system in a timely matter.
Access to Moodle Courses

Students are provided access to registered courses by the course professor. All course materials are provided through the Learning Management System, Moodle. One week after the end of class, the Moodle course will no longer be available for student access.

Technology Requirements

Students are required to own or have immediate access to a computer with reliable connection to the Internet. A high-speed Internet connection is preferred. Students will need the Microsoft Suite or equal software application. Online courses include embedded audio. Students will need audio capability. Likewise, student computers will need a webcam and microphone.

The Technology Service Help Desk is available 24/7 by phone at (205)726-2662 or email at support@samford.edu. The most recent information concerning computer requirements, training, access, hardware, and software options is available at: http://www.samford.edu/ts/Content.aspx?id=21474853371.

Format for Writing Papers

All students' written work (i.e. discussion threads, course assignments, paper, and thesis) must adhere to the current publication of the American Psychological Association (APA).

Registration

The program Director is responsible for coordinating the registration for MSDS students. Each student will be notified by email indicating courses required for the next term of study.

Schedule Adjustment and Withdrawal

It is vital that students' maintain enrollment in order to complete the program of study as prescribed. Students who wish to drop all courses should first contact the program Director. Students who drop all courses for a semester or drop from the program should formally drop through the office of Student Records.

Transfer of Graduate Credit

A maximum of 6 semester hours of graduate academic credit toward a 33-semester-hour graduate degree may be given for courses appropriate to the MSDS curriculum. Only graduate courses with grades of at least a 3.0 (B) taken at institutions with a level of graduate course content and level of instruction comparable to that of Samford University may be transferred. Credit may be accepted from institutions
that are approved by the U.S. Department of Education and hold regional accreditation, or have appropriate specialized or programmatic accreditation, or have been evaluated and proven to be comparable in course content and level of instruction to Samford University, or are recognized by the ministry of education or equivalent agency in the applicant’s home country.

Prior to the end of the first semester of enrollment, the student must submit to the admission office official transcripts, course descriptions, a portfolio or, in the case of a lecture class, projects and papers, and a written request for transfer credit review for the course(s) the student wishes to transfer. Materials are reviewed to determine if the work is comparable to that which would earn at least a 3.0 in a Samford University graduate-level course. Transfer credit appears on the transcript as such and is not calculated in the student’s grade point average. Students who wish to appeal the transfer credit process after the first semester of enrollment must submit a written request to the program Director.

**Graduation and Commencement**

A student is required to meet all requirements for graduation as set forth in The MSDS Student Handbook and *The Samford University Catalog* in effect at the time of entrance into the program, assuming there is no interruption in enrollment of a year or more. Later changes in the requirements for graduation are not applicable to students who proceed without interruption through their chosen program of studies.

It is the School of the Arts responsibility to notify Student Records of the candidates for graduation each term. The candidate will then receive information regarding graduation via email directly from the program Director. It is the responsibility of the MSDS student to see that all requirements for graduation are met.

**NON-DISCRIMINATION STATEMENT**

Samford University complies with applicable laws prohibiting discrimination, including applicable provisions of and amendments to Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, Executive Order 11246, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Vietnam Era Veterans Readjustment Assistance Act, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, and does not unlawfully discriminate on the basis of race, color, national origin, sex, age, disability, genetic information, or veteran status in admission or access to, or treatment or employment in, its programs or services. Inquiries and concerns regarding this policy may be directed to the vice president for business affairs or general counsel, Office of Business and Financial Affairs, 200 Samford Hall, Birmingham, AL 35229, 205-726-2811.
STUDENTS WITH DISABILITIES

Disability Resources (DR) is the central contact point for students with disabilities. Services for students with disabilities focus upon providing individualized accommodations while promoting student responsibility and self-advocacy. DR views the provision of reasonable accommodations for students with disabilities as a collaborative effort, requiring the cooperation of faculty, staff, and students. Students who choose not to self-identify when they enter Samford University do not forfeit their right to identify themselves and to receive accommodations at a later date. However, Samford University is not obligated to provide accommodations or services for students with disabilities until students are registered with DR, and make known their need for accommodations each academic term.

Students with disabilities who wish to request accommodations should register with Disability Resources (205-726-2980, disability@samford.edu, University Center Room 205, www.samford.edu/dr). Students who are registered with Disability Resources are responsible for providing me with a copy of their accommodation letter and scheduling a meeting with me to discuss how their approved accommodations will apply to this course. Accommodations will not be implemented until we have met to review your accommodation letter.

CAMPUS SERVICES AND INFORMATION

Books and Supplies

All books and supplies are available online or at the Samford University Bookstore located on the first floor of the University Center. Required books are identified on a shelf card listing the course name, number and professor’s name. Used books are sometimes available. The bookstore is open from 7:45 a.m. – 6:00 p.m. on Monday and Thursday from 7:45 a.m. – 5:00 p.m. on Tuesday, Wednesday and Friday. Students can view a list of required textbooks and materials prior to each term at www.bookstore.samford.edu.

Campus Safety

The Department of Campus Safety is staffed 24 hours a day, providing immediate availability for emergency response, performance of security patrols, monitoring of persons on campus, lockouts, dead batteries and providing other services to the campus community. Campus Safety may be reached at (205) 726-2020.

Inclement Weather Policies

Announcements of the closing of the University campus are recorded on the University switchboard, (205) 726-3673 (SAM-FORD). In addition, the Public
Relations Office of the University notifies local television and radio stations of the closing.

How You Will be Notified of an Emergency

Text Message/RAVE ALERT System: University faculty, staff, and students may sign up to receive emergency-related text messages via the RAVE alert registration link at www.ops.samford.edu.

Fire Alarm: When a fire alarm is activated, evacuation is mandatory.

All-Hazards Warning Bells: When the All-Hazards Warning Bells are activated, shelter in place.

E-mail: Emergency-related e-mails are sent to everyone with a samford.edu address.

Residence Life: University Residences have specific procedures for alerting people in individual halls via Resident Assistants, phones, and signage.

Local Media: The University works with the news media (radio, TV, newspapers, and Internet) to help spread the word.

Samford Cable Television: The Bulldog Cinema Channel (30) and the Information Channel (36) may broadcast emergency information.

Samford Homepage: Emergency updates are posted on www.samford.edu.

Smoking

Effective March 1, 2013, the smoking policy states:

To protect and promote the health and welfare of its faculty, staff, and students, Samford University is committed to promoting an environment conducive to health promotion by limiting smoking areas on its campus. In so doing, the following guideline applies to all university owned, leased, and operated facilities and vehicles. Samford University has designated “Smoking Areas” outside University facilities. Smoking is prohibited in all other interior and exterior areas of campus.

Students violating the smoking policy will be subject to disciplinary action as stipulated in the Student Handbook (http://www.samford.edu/uploadedFiles/_Files/Student-Handbook.pdf).

Computing Labs

Academic buildings at Samford house general access computer laboratories for student use. Popular software titles in areas such as word processing, spreadsheet analysis and presentation preparation are provided in these laboratories. Information about the location and hours of the labs is available from the Computing Laboratories Manager or on Samford’s Web page at http://www.samford.edu/labs.
Citrix

Citrix is a remote access service that allows Samford University to make certain software applications available from a web browser. Applications that were formerly only accessible in a Samford University computer lab or workstation will be available anywhere! All you need to access these applications is a web browser and the Citrix Receiver.

Only current students and employees with a valid Samford user name and password can log into https://apps.samford.edu. If a student is not enrolled and registered for the current term, he/she will not have access.

Operating Systems that are supported through Citrix include Windows, Apple OSx, Linux, and Chrome OS. Software that is available through the service includes Microsoft Office, ArchMap, Mathematica, SPSS, and MiniTab.

Electronic Mail

Every Samford student is assigned an email account. Students are required to read their Samford email every day. The School does not use personal email accounts to communicate with enrolled students. For information on how to forward your Samford Bulldog email account to your personal email account, contact Technology Services (www.samford.edu/ts)

Samford Campus Portal

Students are encouraged to take advantage of all the services offered through the campus portal. By clicking on the Banner icon, students may obtain important information such as: transcripts, grades, class schedules, and financial aid information.

Family Education Rights and Policy Act

The Family Educational Rights and Privacy Act [FERPA] is a federal law designed to protect the privacy of a student’s education records. The rights of the FERPA heretofore assigned to parents are now transferred to their college students. For more information concerning FERPA visit the Samford webpage http://www.samford.edu/departments/registrar/ferpa-tutorial/.

Library

For more information about the library, see the Library Web page at http://library.samford.edu/ and for more information about specific library resources just for MSDS students see the Design Studies Research Guide at http://samford.libguides.com/designstudies.
Mailing Address/Name Changes

Students must notify Samford University should their address and/or name change. In the event that a student does not change their address, important information may not be received. Changes are the student’s responsibility and should be made via the Samford Portal. Change of name requires a copy of the marriage certificate or other legal document and must be completed by the Financial Aid Office. It is also the student’s responsibility to notify the director of the MSDS program of any changes.

Parking

All motor vehicles operated on campus must be registered with the Department of Transportation Services, in the Transportation Services menu in self-service Banner at https://portal.samford.edu. Temporary parking permits, for periods of less than 7 days and visitor parking permits are available at Transportation Services in the University Center.

University Health Services

Samford University, in partnership with St. Vincent’s Health Systems, is pleased to provide health care services to the entire campus community – students and employees. This partnership builds on the strong faith-based mission of both the university and the St. Vincent’s system. For more information visit the Samford web page http://www.samford.edu/departments/health-services/.

EVALUATION

Faculty responsible for a course may administer a moment and time course evaluation for ongoing course development and quality. Near the end of the online course, formal evaluations will be made available to all MSDS students.

Exit and Graduate Evaluations

Prior to graduation, students will be asked to evaluate the entire program of study and their achievement of the program goals and objectives. In an effort to maintain and further develop the graduate degree program of study, a post-graduation survey will be administered a year after graduation.

HEALTH DATA AND IMMUNIZATION REQUIREMENTS

All students have the option of purchasing student health insurance through the university. Please refer the website of University Health Services for more information.
The immunization record form must be submitted directly to Health Service. The form is available on their website. Please note, you risk incurring a $150 fine and a hold on your student account if you delay in submitting the form.
APPENDIX A

**Master Thesis Guidelines**

The MSDS Master Thesis is distinguished by the completion of specified coursework that demonstrates a student’s competency of course work and lays the groundwork for future scholarship. Artifacts of the Master Thesis will include submission of Master Thesis for publication within any number of academic journals. Projects will produce such a tangible and deliverable academic product. It is the intent of the program of study coursework to provide students the opportunity to further explore their Thesis topic while applying numerous research methods and core design content.

**Master Thesis Proposal**

The Master Thesis should begin the first semester of enrollment and continue throughout the program of study. However, the thesis project begins in earnest the final semester of the second year of study. Students are required to declare a potential topic until the end of the first academic year. Students are encouraged to explore potential topics within the first academic year coursework. Such a scholarly project must be significant, filling a void, adding a new layer of knowledge to the disciple and suitable for peer review publication. The Master Thesis course requires successful presentation and approval of the committee. Examples thesis may include, but are not limited to: (a) a case study, (b) integrative literature reviews where not previously available, (c) empirical studies, (d) Interpretive-historical research, (e) correlational research, or (f) other scholarly project approved by the Thesis committee.

A final paper submission and oral presentation of the master thesis are required in order to successfully complete the program of study. All paper submission must be acknowledged and received by selected journal publications prior to the student oral presentation. All oral presentations will be presented during the week of graduation, therefore fulfilling the graduation requirements of the program of study. All oral presentations will be open to the public. Following the formal presentation, a closed question and answer session will be conducted between the student and members of Thesis Committee.

Students must obtain IRB (Institutional Review Board) approval before proceeding with the scholarly project. Additionally, IRB Closure forms must be submitted as appropriate, upon completion of the project. IRB forms can be found at [https://www.samford.edu/IRB/](https://www.samford.edu/IRB/).
Committees
Each student will be assigned a minimum of two committee members that will oversee the development of the student thesis. The primary function of the committee members include:

1. To assure IRB compliance, guide the project proposal, development, implementation, and final submission of the student thesis.
2. To meet at minimum twice prior to the submission of the thesis: once in the beginning and once at or around week 13 of the semester.
3. Critique drafts of the developing thesis, share critiques and concerns with the student.
4. Participate actively in the process of the thesis development.
APPENDIX B

Samford University
School of the Arts
Department of Interior Architecture
Master of Science in Design Studies

Master Thesis Approval Sheet

Formal approval is hereby given to this submitted Master Thesis proposal:

MSDS Student Name

Title of Proposal

Date

__________________________________________________
Signature, Committee Chair

__________________________________________________
Signature, Committee Member

__________________________________________________
Signature, Committee Member

__________________________________________________
Signature, Committee Member
Master Thesis Verification of Presentation

This form is to be completed and returned to the Associate Dean of the School of the Arts upon completion of the thesis presentation.

Student Name:  

Presentation Date:  

Project Topic/Title:  

☐ Accepted  

Date: 

SIGNATURES

Chairperson:  

Committee Member:  

Committee Member:  
APPENDIX D

Master Thesis Publication Waiver From

I, ______________________________ give my permission to the members of my thesis committee to include published works on their professional vita. I acknowledge their work as a significant impact upon the content of this thesis.

Student Name:

Date:

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Date