Appendix 16: Intent to Offer, Modify, or Delete Certificate* Program

(Submit Appendix 16 in PDF format with signatures)

Institution: Mississippi State University

Date of Implementation: Fall 2023

Six-Digit CIP Code (& Four-Digit Sequence Code if modification/deletion):

30.1201

CIP & Sequence codes: IHL Active Program Inventory

Total Credit Hours: 15 Hours

Program Title as will Appear on Academic Program Inventory:
Graduate Certificate in Historic Preservation

☒ **Offer** ☐ **Modify** ☐ **Delete**

Responsible Academic Unit(s):
College of Architecture, Art, and Design
Department of Interior Design

Institutional Contact: Dr. Beth Miller
Phone: 662-325-7689
Email: bmiller@caad.msstate.edu

Vocational Certificate:
Yes
No

Credit Bearing Program:
Yes
No

Title IV Financial Aid Eligible:
Yes
No

Which of the following best describes the certificate program:

Pre-Baccalaureate (Less than 1 Year)	Undergraduate program with duration less than one academic year; designed for completion in less than 30 credit hours
Pre-Baccalaureate (At Least 1 Year)	Undergraduate program with duration at least 1 year; designed for completion in at least 30 hours; does not meet requirements for Associate's or Bachelor's degrees
Post-Baccalaureate	**Program designed beyond the baccalaureate degree but does not meet the requirements for a master's degree**
Post-Master's	Program designed beyond the master's degree but does not meet the requirements for a doctoral degree
Other	Other certificate program not meeting one of the four criteria above.

Program Summary: professional benefit to program completers

This graduate certificate in Historic Preservation would be created from existing courses in the Master of Fine Arts in Historic Preservation program and will be offered to students as Campus 1 and Campus 5 courses. Students completing this certificate would benefit from having another level of expertise in a specific area that has increasing opportunities for employment. Students will complete course work in: history of American architecture & landscape architecture, and interiors; investigation and documentation of structures, interiors, and sites; historic preservation and planning; preservation economics and advocacy; conservation of interior details, furniture, materials, and finishes; and preservation law. This graduate certificate would appeal to students enrolled in master's programs in areas such as history, archaeology, construction, landscape architecture, architecture, art, public policy, and other disciplines. Students enrolled in Campus 5 could be practicing professionals with undergraduate degrees who want to add to their level of expertise, and the certificate would offer them further areas of practice.

Institutional Contact Signature	**Date**
Chief Academic Officer Signature	**Date**

*Certificate programs added to the Academic Program Inventory must be credit-bearing and be vocational in nature with some professional benefit to program completers. Undergraduate certificates are eligible for Title IV financial aid programs. Certificate programs that are not credit-bearing or are lifelong learning in nature (i.e. photography, travel, etc.) with no professional component should not be included in the Academic Program Inventory.

APPROVAL FORM FOR

DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted to UCCC Mail Stop 9702 (281 Garner Hall), Phone: 325-9410.

College: College of Architecture, Art, and Design Department: Interior Design

Contact Person: Beth R. Miller, PhD Mail Stop: 9543 E-mail: bmiller@caad.msstate.edu
Nature of Change: Addition of New Certificate Date Initiated: 10/27/2022
Effective Date: Fall 2023
Current Degree Program Name: Master of Fine Arts in Historic Preservation

Major: N/A Concentration: N/A

New Degree Program Name: N/A

Major: N/A Concentration: N/A

Summary of Proposed Changes:

The proposal seeks to create a Graduate Certificate in Historic Preservation for Campus 1 and Campus 5 students. This graduate certificate in Historic Preservation would be created from existing courses in the Master of Fine Arts in Historic Preservation program and will be offered to students as a Campus 1 and Campus 5 offering. Students completing this certificate would benefit from having another level of expertise in a specific area that has increasing opportunities for employment. This graduate certificate would appeal to students enrolled in master's programs in areas such as history, archaeology, construction, landscape architecture, architecture, art, public policy, and others. Students enrolled in Campus 5 could be practicing professionals with undergraduate degrees who want to add to their level of expertise, and the certificate will offer them further areas of practice. Campus 1 and Campus 5 students successfully completing a Graduate Certificate in Historic Preservation would be eligible for acceptance into an accelerated option for the Master of Fine Arts in Historic Preservation. Another benefit of the certificate is it would allow non-degree-seeking students the opportunity to enroll at Mississippi State University.

Approved: **Date:**

Department Head — 10/31/2022

Chair, College or School Curriculum Committee — 11/7/2022

Angi Elsea Bourgeois, Ph.D.

Digitally signed by Angi Elsea Bourgeois, Ph.D.
Date: 2022.11.07 11:47:08 -06'00'

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

1. Degree Description

Proposed New Degree	
Degree: Graduate Certificate in Historic Preservation	
This Graduate Certificate in Historic Preservation (GCHP) would be created from existing courses in the Master of Fine Arts in Historic Preservation program and would be offered to students as Campus 1 and Campus 5 courses. Students completing this certificate would benefit from having another level of expertise in a specific area that has increasing opportunities for employment. Students would complete course work in: history of American architecture, landscape architecture, and interiors; investigation and documentation of structures, interiors, and sites; historic preservation and planning; preservation economics and advocacy; conservation of interior details, furniture, materials, and finishes; and preservation law. This graduate certificate would appeal to students enrolled in masters' programs in areas such as history, archaeology, construction, landscape architecture, architecture, art, public policy, and other disciplines. Students enrolled in Campus 5 could be practicing professionals with undergraduate degrees who want to add to their level of expertise, and the certificate would offer them further areas of practice. The Graduate Certificate in Historic Preservation (GCHP) allows any Mississippi State University graduate student from across the campus to receive recognition for mastering preservation coursework. The certificate comprises 15 hours of coursework in different areas of preservation. The successful completion of the HPGC would provide students with the preservation foundation necessary for broader opportunities for employment and add another level of expertise to their undergraduate or graduate degree. All the courses in the proposed curriculum have been approved by the UCCC to be offered as Campus 1 and Campus 5 courses.	
Proposed Curriculum Outline	Required Hours
Requirement: Choose five of the following courses:	
ID 6403 Introduction to Historic Preservation (3)	3 hours
ID 8163 Historic Preservation Law (3)	3 hours

ID 8153 History of American Architecture and Landscape Architecture (3)	**3 hours**
ID 8263 Interior Details, Furniture, Materials, and Finishes (3)	**3 hours**
ID 8463 Historic Preservation Planning (3)	**3 hours**
ID 8483 Preservation Economics/Advocacy (3)	**3 hours**
TOTAL HOURS	**18**
Other Requirements: • The Graduate Certificate Historic Preservation (GCHP) must include all courses at the 6000-level or higher. • The director of the GCHP will evaluate transcripts and make recommendations for awarding the certificate. • Graduate students must achieve a minimum cumulative GPA of a 3.00 on courses taken to acquire a certificate.	

2. **Curriculum Outline: All courses that will be used in the GCHP are already approved courses by UCCC.**

3. **Student Learning Outcomes and Assessment**

- Expected Outcomes in ID 6403 Introduction to Historic Preservation: Students will be able to understand American historic preservation as to the history, principles, and practice.
    - Assessment: Students will complete final exams in Introduction to Historic Preservation course. 70% of the students will score 80% or higher on the final exam (100-point scale).
- Expected Outcomes in ID 8153 History of American Architecture and Landscape Architecture: Students will be able to understand the history of American architecture and landscape design of North America from the colonial period to the present.
    - Assessment: Students will complete final exams in History of American Architecture and Landscape Architecture course. 70% of the students will score 80% or higher on the final exam (100-point scale).
- Expected Outcomes in ID 8163 Historic Preservation Law: Students will be able to understand and examine federal, state, and local laws that protect the cultural heritage, built and natural environments, archeological resources, and the legal framework associated with preservation programs.
    - Assessment: Students will complete final exams in Historic Preservation Law course. 70% of the students will score 80% or higher on the final exam (100-point scale).

- Expected Outcomes in ID 8263 Interior Details, Furniture, Materials, and Finishes: Students will be able to identify interior building details, furnishings, materials available, and interior finishes appropriate for buildings at the time of construction.
    - Assessment: Students will complete a final project in Interior Details, Furniture, Materials, and Finishes complying a Historic Properties Report on five historic structures. 70% of the students will score 80% or higher on the final project (100-point scale).
- Expected Outcomes in ID 8463 Historic Preservation Planning: Students will be able to understand the theories of community planning from a historic preservation perspective.
    - Assessment: Students will complete final exams in Historic Preservation Planning course. 70% of the students will score 80% or higher on the final exam (100-point scale).
- Expected Outcomes in ID 8483 Preservation Economics/Advocacy: Students will be able to understand the economic techniques used in historic preservation projects.
    - Assessment: Students will complete final exams in Preservation Economics/ Advocacy course. 70% of the students will score 80% or higher on the final exam (100-point scale).

Distance Learning Courses:

All courses that are offered through distance education will include the following actions to deter academic misconduct.

- Develop large question banks. Exams will be constructed by randomly selecting questions from a pool in such a manner that students will have unique and individual exams, but they will each be tested at the same level of difficulty and their learning will be assessed over the same concepts.
- Timed exams. Exams administered through distance education format will be timed in such a way that students will not have the opportunity to look up answers. The exam will time-out and submit automatically, and unanswered questions will not receive credit. Thus, the distance learner will be constrained to take exams under the same set of circumstances as on-campus students.
- On-line proctoring. Distance education courses will implement current and future university on-line protocols.

4. Support---see attached letter/s of support.

5. Proposed 4-Letter Abbreviation: GCHP

6. Effective Date: Fall 2023

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OFFICE OF THE DEAN
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caad.msstate.edu

Memo

To: Dr. Andy Perkins, Chair
University Committee on Courses and Curricula

From: Angi Elsea Bourgeois, Dean
College of Architecture, Art, & Design

Re: Support of the Graduate Certificate in Historic Preservation

Date: 1 November 2022

Please accept this memo in support of the creation of the Graduate Certificate in Historic Preservation within the Department of Interior Design in the College of Architecture, Art, & Design. We strongly support the development of this certificate, as a way to provide educational opportunities to serve the growing needs of construction, design, public policy, economic development and other fields related or associated with the conservation and preservation of historic buildings and communities. This certificate with serve as a stand-alone educational benefit, as well as a potential gateway to a graduate degree in historic preservation. The college is dedicated to supporting the needs of this certificate and its future success.

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Dr. Beth Miller, and the CAAD College Curriculum Committee

October 31, 2022

RE: Addition of Graduate Certificate in Historic Preservation

The Interior Design Program faculty is in support of the addition of the Graduate Certificate in Historic Preservation per our curriculum committee voting on October 31, 2022.

All of our faculty, listed below (including myself) are in support of these changes and have approved this document through the attached approval email thread.

Faculty:
Robin Carroll
Lyndsey Miller
Jeff Fulton
Ashley Hughes
Shadow McKnight

Thank you,

Amy Crumpton

Amy Crumpton, Associate Professor, Interior Design Program Curriculum Committee Chair

Interior Design Program
Mississippi State University

CC: Suzanne Powney, Chair, CAAD College Curriculum Committee

From: Fulton, Glen
To: Crumpton, Amy; Carroll, Robin; Hughes, Ashley; McKnight, Shadow; Miller, Lyndsey
Subject: RE: Please cast your vote on the Gradate Certificate in Historic Preservation
Date: Monday, October 31, 2022 10:52:56 AM

I vote to approve.

From: Crumpton, Amy <ACrumpton@caad.msstate.edu>
Sent: Monday, October 31, 2022 5:51 AM
To: Carroll, Robin <RCarroll@caad.msstate.edu>; Fulton, Glen <jfulton@caad.msstate.edu>; Hughes, Ashley <ajh908@msstate.edu>; McKnight, Shadow <smcknight@caad.msstate.edu>; Miller, Lyndsey <llamas@caad.msstate.edu>
Subject: Please cast your vote on the Gradate Certificate in Historic Preservation

All –

Please cast your vote (and send back as quickly as possible) on supporting the Graduate Certificate in Historic Preservation as discussed in our faculty meeting/curriculum committee discussion on October 21, 2022. Please select the following below:

__X_____I **support** adding a graduate certificate in Historic Preservation **Glen Jeff Fulton, Jr.**
_____I **do not support** adding a graduate certificate in Historic Preservation

Thanks for your quick turnaround on this vote!

Amy Crumpton, ASID, IDEC, NCIDQ 12935, LEED AP ID+C
Associate Professor, Interior Design
Mississippi State University
449 Hardy Road
Mississippi State, MS 39762
O: 662.325.5753

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From:	McKnight, Shadow
To:	Crumpton, Amy; Carroll, Robin; Fulton, Glen; Hughes, Ashley; Miller, Lyndsey
Subject:	RE: Please cast your vote on the Gradate Certificate in Historic Preservation
Date:	Monday, October 31, 2022 8:31:08 AM

Good morning,

I **support** adding a graduate certificate in Historic Preservation

Shadow McKnight

From: Crumpton, Amy <ACrumpton@caad.msstate.edu>
Sent: Monday, October 31, 2022 5:51 AM
To: Carroll, Robin <RCarroll@caad.msstate.edu>; Fulton, Glen <jfulton@caad.msstate.edu>; Hughes, Ashley <ajh908@msstate.edu>; McKnight, Shadow <smcknight@caad.msstate.edu>; Miller, Lyndsey <llamas@caad.msstate.edu>
Subject: Please cast your vote on the Gradate Certificate in Historic Preservation

All –

Please cast your vote (and send back as quickly as possible) on supporting the Graduate Certificate in Historic Preservation as discussed in our faculty meeting/curriculum committee discussion on October 21, 2022. Please select the following below:

_____I **support** adding a graduate certificate in Historic Preservation
_____I **do not support** adding a graduate certificate in Historic Preservation

Thanks for your quick turnaround on this vote!

Amy Crumpton, ASID, IDEC, NCIDQ 12935, LEED AP ID+C
Associate Professor, Interior Design
Mississippi State University
449 Hardy Road
Mississippi State, MS 39762
O: 662.325.5753

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From: Miller, Lyndsey
To: Carroll, Robin
Cc: Crumpton, Amy; Fulton, Glen; Hughes, Ashley; McKnight, Shadow
Subject: Re: Please cast your vote on the Gradate Certificate in Historic Preservation
Date: Monday, October 31, 2022 8:10:06 AM

Amy,

___X_____I **support** adding a graduate certificate in Historic Preservation.

Lyndsey

Sent from my iPhone

On Oct 31, 2022, at 6:38 AM, Carroll, Robin <RCarroll@caad.msstate.edu> wrote:

Amy,

_I **support** adding a graduate certificate in Historic Preservation

Thank you,
Robin

On Oct 31, 2022, at 5:51 AM, Crumpton, Amy <ACrumpton@caad.msstate.edu> wrote:

All –

Please cast your vote (and send back as quickly as possible) on supporting the Graduate Certificate in Historic Preservation as discussed in our faculty meeting/curriculum committee discussion on October 21, 2022. Please select the following below:

_____I **support** adding a graduate certificate in Historic Preservation
_____I **do not support** adding a graduate certificate in Historic Preservation

Thanks for your quick turnaround on this vote!

Amy Crumpton, ASID, IDEC, NCIDQ 12935, LEED AP ID+C
Associate Professor, Interior Design
Mississippi State University
449 Hardy Road
Mississippi State, MS 39762
O: 662.325.5753

MISSISSIPPI STATE
UNIVERSITY

From: Carroll, Robin
To: Crumpton, Amy
Cc: Fulton, Glen; Hughes, Ashley; McKnight, Shadow; Miller, Lyndsey
Subject: Re: Please cast your vote on the Gradate Certificate in Historic Preservation
Date: Monday, October 31, 2022 6:38:50 AM

Amy,

_I **support** adding a graduate certificate in Historic Preservation

Thank you,
Robin

On Oct 31, 2022, at 5:51 AM, Crumpton, Amy <ACrumpton@caad.msstate.edu> wrote:

All –

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_____I **support** adding a graduate certificate in Historic Preservation
_____I **do not support** adding a graduate certificate in Historic Preservation

Thanks for your quick turnaround on this vote!

Amy Crumpton, ASID, IDEC, NCIDQ 12935, LEED AP ID+C
Associate Professor, Interior Design
Mississippi State University
449 Hardy Road
Mississippi State, MS 39762
O: 662.325.5753

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From: Studdard Hughes, Ashley
To: Crumpton, Amy
Subject: RE: Please cast your vote on the Gradate Certificate in Historic Preservation
Date: Monday, October 31, 2022 12:20:21 PM

___X___I **support** adding a graduate certificate in Historic Preservation

From: Crumpton, Amy <ACrumpton@caad.msstate.edu>
Sent: Monday, October 31, 2022 12:12 PM
To: Studdard Hughes, Ashley <ahughes@caad.msstate.edu>
Subject: FW: Please cast your vote on the Gradate Certificate in Historic Preservation

Amy Crumpton, ASID, IDEC, NCIDQ 12935, LEED AP ID+C
Associate Professor, Interior Design
Mississippi State University
449 Hardy Road
Mississippi State, MS 39762
O: 662.325.5753

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From: Crumpton, Amy
Sent: Monday, October 31, 2022 5:51 AM
To: Carroll, Robin <RCarroll@caad.msstate.edu>; Fulton, Glen <jfulton@caad.msstate.edu>; Hughes, Ashley <ajh908@msstate.edu>; McKnight, Shadow <smcknight@caad.msstate.edu>; Miller, Lyndsey <llamas@caad.msstate.edu>
Subject: Please cast your vote on the Gradate Certificate in Historic Preservation

All –

Please cast your vote (and send back as quickly as possible) on supporting the Graduate Certificate in Historic Preservation as discussed in our faculty meeting/curriculum committee discussion on October 21, 2022. Please select the following below:

___X___I **support** adding a graduate certificate in Historic Preservation
_____I **do not support** adding a graduate certificate in Historic Preservation

Thanks for your quick turnaround on this vote!

Amy Crumpton, ASID, IDEC, NCIDQ 12935, LEED AP ID+C
Associate Professor, Interior Design
Mississippi State University

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Memo

To: Dr. Andy Perkins, Chair
University Committee on Courses and Curricula

From: Angi Elsea Bourgeois, Dean
College of Architecture, Art, & Design

Re: Support of the Graduate Certificate in Historic Preservation

Date: 1 November 2022

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Miller, Beth

From: Spence, Karen
Sent: Tuesday, November 1, 2022 5:11 PM
To: Miller, Beth
Subject: Support for Graduate Certificate in Historic Preservation

Beth—

I am writing in support of the Graduate Certificate in Historic Preservation. This would beneficial to the design community in Mississippi as well as advance the awareness and protection of our historic sites in the state. The School of Architecture is excited about this offering.

Sincerely,
Karen

Karen Cordes Spence, Ph.D., AIA, LEED AP
Director and F.L. Crane Professor
School of Architecture
College of Architecture, Art and Design
Mississippi State University

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Department of Art

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November, 1 2022

Professor Beth Miller
125 Etheredge Hall
449 Hardy Road
Mississippi State University

Dear Professor Miller,

The Department of Art is pleased to support a Graduate Certificate in Historic Preservation (GCHP) in the College of Architecture Art & Design. We agree that this graduate certificate will appeal to students in areas such as history, archaeology, construction, landscape architecture, architecture, art, public policy, and other disciplines. This is a wonderful opportunity for Art students who wish to employ their skills in the field of Historic Preservation.

Please let me know if I can be of further assistance.

Sincerely,

Critz Campbell
Professor and Head
Department of Art
Mississippi State University
662-325-8926

MISSISSIPPI STATE UNIVERSITY™
COLLEGE OF ARCHITECTURE, ART & DESIGN
DEPARTMENT OF BUILDING CONSTRUCTION SCIENCE

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1 November, 2022

To: University Committee on Courses and Curricula

RE: Graduate Certificate in Historic Preservation

I write in support of the proposed Graduate Certificate in Historic Preservation to be offered by the Department of Interior Design. The graduate certificate has wide appeal to graduate students and practicing professionals in a diverse range of fields, including construction management. The potential for an interdisciplinary student body will strengthen the nature of the course content by allowing students to consider historic preservation from a wide range of perspectives. The course offerings are diverse and appeal to those with an interest in the planning, business, and legal aspects associated with historic preservation, as well as those with a more detailed focus on the design and materiality of historic preservation.

In addition to serving graduate students, the proposed certificate provides a valuable option for practicing professionals who would like to develop expertise in historic preservation. The option to offer courses through Campus 1 and Campus 5 will allow the graduate certificate to be available to a broad and diverse student body in the state, region, and beyond.

Sincerely,

Michele M. Herrmann

Michele M. Herrmann
Interim Associate Head & Associate Professor
Building Construction Science