



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd



Undergraduate

Handbook

BA (Hons) Architecture

Cardiff School of Art & Design



Contents

Introduction	2
Essential Information	4
Meet the Team	6
Welcome Week	7
Useful Information	11



Introduction

Welcome Week starts at 10am on Monday 18th September and myself and my colleagues will look forward to meeting you again in our Architecture studio, room B3.03 on the third floor of B-Block on the Llandaff campus. Please bring with you the summer project that we have asked you to complete as well as equipment to take written notes and for sketching.

Welcome to Cardiff Met

Congratulations on starting your Cardiff Met Journey! We have put together a series of activities and events to help you get to know Cardiff Met, connect with your programme of study, and meet staff and other students.

Welcome Week provides you with the opportunity to settle into Cardiff Met and to get involved with your course of study right from the start. During Welcome Week you will be involved in a group project which will provide you with a taste of what you can expect during your studies at Cardiff Met. You will also be able to:

1. Meet your Personal Tutor, Programme Director, and fellow students.
2. Attend social activities and events on campus.
3. Work on a group project and present findings back to programme team.
4. Get to know the Cardiff Met campuses and surrounding areas.
5. Find out what services we have available to support you on your Cardiff Met journey.

When you turn up for your first day you will meet the academic staff as well as your personal tutor who will provide academic support and guidance during your time of study at Cardiff Met. They will also give you your Cardiff Met student card - as long as you've uploaded your photograph!

Please make sure that you attend the activities planned by your programme during Welcome Week, so you are prepared to start your Cardiff Met journey. Finally, I hope you enjoy your time studying at Cardiff Met and I look forward to meeting you during Welcome Week.



Yours sincerely,

Dr Fausto Sanna

Programme Director & Head of Department



Essential Information

Programme Details



The Architecture degree at Cardiff Metropolitan University is informed by the tradition and heritage of a school of art and design, and by the contemporary creative use of cutting-edge technology, exploring the relationship of human experiences with architecture.

The course aims to establish a creative dialogue between different areas of architectural knowledge: design, representation, technology, contextual studies and professional practice. You will develop your understanding of these thematic areas and their integration through engagement in projects of increasing difficulty.

This will allow you to formulate architectural proposals that are spatially and technically resolved, with a robust theoretical basis. You will also learn how to effectively communicate your proposals within a professional context, through a range of media.

Finally, the course places special emphasis on the architect's responsibility in tackling contemporary problems of environmental concern, at the global and local scales (such as the climate emergency). You will be actively encouraged to develop critical perspectives on how knowledge and creativity can be used together to arrive at design solutions that have the potential to render buildings, neighbourhoods, or cities more sustainable in the short and long term.

There will be opportunities to engage in real-world activities, including work with local communities and employers, as well as chances to experience other cultures – and their architecture – through this programme of study.

The BA (Hons) Architecture at Cardiff Met has been prescribed as a Part 1 qualification by the ARB (Architects Registration Board), the body that regulates the architects' profession in the UK.



Upon successful completion of this programme, you will gain exemption from the ARB's Prescribed Examination at Part 1, the first step towards becoming a registered architect.

The curriculum is made up of three clear components informally known as: **Subject**, **Field**, and **Constellation**.

- **Subject** grounds students within the discipline. These modules provide a space in which students can hone their knowledge, skills, and understanding with specific regard to their practice.
- **Field** modules provide students with opportunities to collaborate with others and explore new skills and experiences with which to further their individual specialist practice.
- **Constellation** provides contextual, theoretical, and historical underpinning that encourages students to develop a critical position within their practice, transdisciplinary contexts and to challenge the perceived boundaries of their specialist discipline.

The course is a three-year full-time programme of study and is split into terms as shown below. It is important to remember that the nature of the full-time course require you to contribute approximately 40 hours per week. While this may vary week-to-week and may need to be balanced with any part time jobs but do remember that you shouldn't schedule any employed-work during your taught sessions. You'll see that your taught timetable runs on a Monday, Tuesday, Wednesday mornings and Thursday, with the Friday for self-directed study which will entail being on campus working in the studio or workshops developing and improving your project work, accessing the library resources, other workshops and IT facilities. This timetable will be fully explained to you in your Welcome Week briefing.

The programme encourages students to develop an autonomous creative practice and team-working skills whilst facilitating the growth of critical, experimental, and analytical problem-based learning skills.

We expect you to attend all scheduled taught sessions and workshops, to plan your work, organise your own time and meet submission deadlines.



What your weekly timetable looks like:

	Monday	TUESDAY	Wednesday	Thursday	Friday
AM	Taught Studio Practice	Taught Studio Practice	Taught Technical Skills Workshops	Taught Theory Lectures	Self-Directed Study
PM	Taught Studio Practice	Taught Studio Practice	Social & Cultural Activities	Taught Theory Lectures	Self-Directed Study

We understand that you may need to support your studies by taking-up paid employment. However, notwithstanding your financial position or the demands of your employer, we are concerned that you dedicate sufficient time to your studies. Any part-time employment commitments or additional opportunities must be arranged around the timetable for the year.

To meet the expectations of your degree programme at Cardiff School of Art & Design, you are expected to dedicate around 40 hours per week to your studies. It is recommended that you do not engage in any part-time employment commitments or additional opportunities that would prevent you from dedicating this amount of time to your studies, as this may impact negatively upon your academic standing.

What your academic year looks like:

Sep	October				November				Dec	Jan				Feb				March				April			May									
18	25	2	9	16	23	30	6	13	20	27	4	11	8	15	22	29	5	12	19	26	4	11	18	15	22	29	6	13	20	27				
ADZ4***1 Subject (40C)							ADZ4***1 Subject (40C)							ADZ4***2 Subject (20c)							ADZ4881 Coll													
ADZ4999 Concept (SG1)							Tutorials							ADZ4999 Concept (SG2)							Tutorials							A			A			
PF							A							A																				

Part-Time Students



Whilst full-time students should participate in everything, we recognise that you may not be able to do everything because of other commitments, and we understand this.

Talk with your Personal Tutor about which activities will be most valuable for you. You will be welcome to join in all events during the week, as and when you can. Do, though, ensure that you have registered, and done the required paperwork before attending any events.

As a part-time student you should discuss your pattern of attendance when the academic timetable starts in the first week of term with the Year Tutor.

International Students

We understand that international students will have many obligations and paperwork to complete when they arrive in the U.K and The Global Student Advisory Service offers support to international students at Cardiff Met by providing support pre-arrival and throughout their studies.

Global Student Advisory Support

[International - Welcome \(sharepoint.com\)](#)

[Global Student Advisory Service International Welfare Advice](#)

[International Academic Advice International Academic Advice](#)

Global Student Advisory Contacts

Welfare and immigration advice – intstudentadvice@cardiffmet.ac.uk

International Academic Advice – intacademicadvice@cardiffmet.ac.uk

It is also important that you attend the activities planned for your course during Welcome Week, so you get to meet your Programme Directors, Tutors, and the rest of your cohort. This will help you to settle into your new environment and make new friends.

International Student Welcome Event

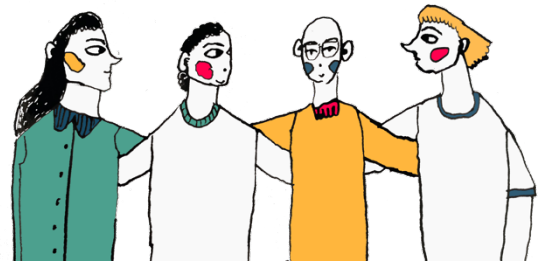
If you are enrolled as an International Student then we would like to welcome you to the Cardiff School of Art & Design (CSAD) at Cardiff Met. along with other students who are






joining us from overseas at 4pm on Tuesday 19th September in the CSAD Heart Space (first floor of B-Block - the main CSAD building). Here you will meet other international students joining art and design courses, hear more information about opportunities at Cardiff Met. and in and around Cardiff and to ask any questions you may have.







Meet the Team



<p>Dr Fausto Sanna <i>Programme Director & Head of Department</i></p> 	<p>Fausto is a registered architect and oversees the School's teaching provision in architecture and the built environment.</p> <p>His research interests revolve around timber architecture, the environmental impact of buildings, thermal performance of the building envelope, and mitigation and adaptation strategies to tackle climate change.</p>
<p>Matthew Thomas <i>Lecturer</i></p> 	<p>Matthew is a registered architect, Lecturer and Professional Studies Advisor.</p> <p>His interests include sustainable construction and communities, and modern methods of construction.</p> <p>He has significant experience across multiple sectors such as residential, hospitality, education, culture, commercial, leisure, primary healthcare and retail.</p>
<p>Nick Evans <i>Senior Lecturer</i></p> 	<p>Nick is a chartered building control surveyor with over 30 years experience in industry and academia.</p> <p>His main teaching and research specialist areas are building regulations and environmental design.</p> <p>He is a former Local Authority Building Control Surveyor.</p>



<p>Denis Jahic <i>Lecturer</i></p> 	<p>Denis has a BA in Architecture, an MSc in Construction Management and is completing a PhD in building retrofit for improved occupant quality of life. He collaborates with local communities to embed building-adaptation methodologies, and improving occupant quality of life.</p>
<p>Prof John Littlewood <i>Professor</i></p> 	<p>John trained as a Building Surveyor before specialising in Architectural & Building Engineering and Technology, focussing on sustainability, and building and systems performance. He is a Chartered Building Engineer. He leads the Sustainable and Resilient Built Environment (SuRBe) Research Group in 2018.</p>
<p>Dr Mickeal Milocco Borlini <i>Lecturer</i></p> 	<p>Mickeal qualified as an architect in Italy (Milan Polytechnic) and achieved his PhD in Architectural Theory in Rome's <i>Sapienza</i> University. He is an active researcher and his interests range from architectural history and theory to ergonomics and the building process.</p>
<p>Peter Pickford <i>Technician Demonstrator</i></p> 	<p>Peter has a bachelor's degree in engineering and a master's degree in building information Modelling. He is actively involved in research projects within the SuRBe Research Group and is currently undertaking a project using laser-scanning for retrofitting residential buildings.</p>



Dr. Paola Ardizzola

Lecturer



Paola accomplished her Ph.D studies in History of Architecture and Urbanism in Italy, where she also obtained a Master's degree in Architecture. Member of the Society of Architectural Historians, of the British National Network for the Development of the Teaching in History and Theory of Architecture, at Cardiff Met she is in charge for the History and Theory of Architecture modules and conducts extensive research especially in her main field of interest, which is Twentieth century Architecture and Criticism.



Welcome Week

What to expect

During the week you will complete a project, which you will undertake with a group of other new students from your programme, supported by staff and current students who are on your programme. There will also be lots of help from the other university services, showing some great tools and techniques you can use to make your project a success.



At the end of the week, we will also give you some feedback on the strengths of your group's approach, sharing and celebrating what we have discovered together.

There will be an introduction to your new School and Programme and lots of fun activities to help you meet new people.

You will need to complete a bit of administration and check-in with your programme, so we know who is doing what, and when. You will also need to complete any outstanding enrolment matters, pick up Students' Union cards, and touch base with any specialised support services that you need.

Here's what Cardiff Met students enjoyed about Welcome Week

"Helped me settle in and took the pressure off travelling to a new place"

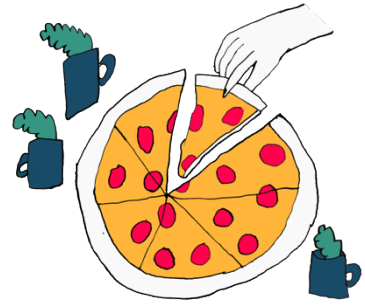
"The group projects to find out about our peers was a nice way of getting to know everyone"

"Helpful to chat informally to the Programme Director and chat about random things to help settle in".



Programme Activities and Projects

Welcome Week project aims to develop a sense of belonging and community, introduce students to their programme as well as transition them into the expectations and modes of learning within Higher Education.



The task, will begin to develop students' skills in observation, analysis, and presentation and introduce them to important architectural concepts such as "place," "character," and "scale."

It will begin the transition to a design and learning process, built upon a grounding in observation and empirical data.

Task: Comparing and Contrasting the Arcades of Cardiff

Objective: To analyse the arcades of Cardiff and identify their unique characteristics and qualities.

Freshers' Fayre

The Freshers' Fayre, organised by the [Students' Union](#), is your first chance to meet all our [SU Societies](#), [SU Sports Teams](#) and of course a chance to grab all manner of freebies from our commercial partners! The fayre is an all-day event taking place on Wednesday within NIAC on the Cyncoed campus! It is one of the highlights of the Freshers calendar and one of the only times during your university journey that every student from all Cardiff Met schools will be in the same place!

Head over to the [Cardiff Met Students' Union website](#) for up-to-date information on events, societies, support and more.



Welcome Week Activities

During Welcome Week you will have the opportunity to:

- Attend a welcome meeting with your Programme Director and meet the team, where they will provide an introduction and outline expectations.
- Meet other students on your programme of study.
- Meet your Personal Tutor.
- Take part in a welcome week project with other students on your programme of study and present the findings from your project to staff and peers.
- Familiarise yourself with the campus.
- Explore what services are available to support you on your learner journey.
- Attend Fresher's Fayre on Wednesday.
- Attend a programme Meet & Greet Inspirational Session.
- Familiarise yourself with the digital tools you will be expected to use during your studies.
- Take part in a 'wrap up' session, reflect on the week and make sure you know what your timetable is looking like for the first week of teaching.
- Attend the Cardiff Met celebration event on Friday afternoon.

Please note you will find a detailed timetable for your programme of study on the Welcome Week site.





Personal Welcome Week Checklist

During Welcome Week you need to make sure that you have:

- Completed the enrolment process.
- Collected your student ID card.
- Attended programme activity sessions.
- Attended some social events on campus/online.
- Attended Fresher's Fayre
- Met with your Personal Tutor
- Familiarised yourself with the library and any support services you might need e.g.
Dyslexia or Disability help



Useful Information

New Students Information

The [Course Joining Information website](#) has lots of useful information to help with your planning. Simply select your level of entry on the website to find out more and access your important joining information.



Student Services

[Student Services](#) provide support and guidance, including mental health, disability support, careers advice, information on part-time jobs and money management.

SU Welcome Guide

An interactive guide to help you navigate your journey into and throughout your university life. Take the tour and enjoy each section designed to help you get to know Cardiff Met.

[What you need to know before you go](#)

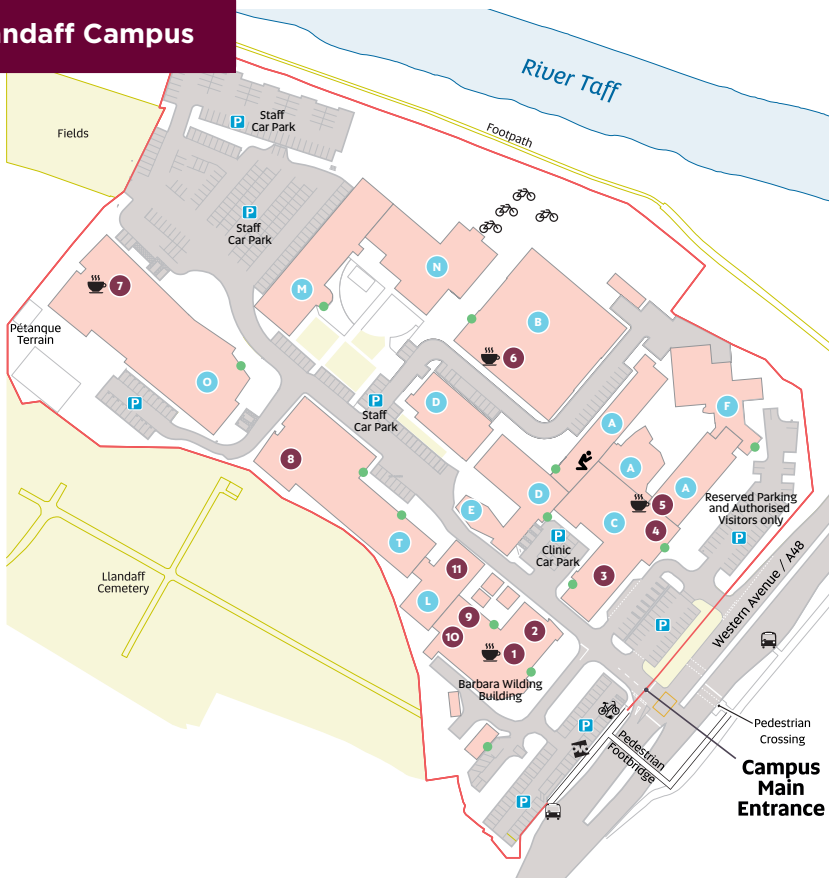


Academic Calendar 2023/24

[Academic Calendar 2023/2024](#)



Llandaff Campus



Key

- | | | |
|------------------------------|----------------------------------|---------------------------|
| 1 The Hub | 8 IT Help Desk (First Floor) | P Parking |
| 2 Cym (First Floor) | 9 The Global Lounge | 🚲 Electric Bikes |
| 3 Podiatry Clinic | 10 Students' Union (First Floor) | 🚲 OVO Bikes |
| 4 Main Reception & i-Zone | 11 Learning Centre | 🚲 Bike Rack |
| 5 The Gallery (First Floor) | ● Building letter | 🚰 Bus Stop |
| 6 The Box Café (First Floor) | ● Building Main Entrance | ☕ Café |
| 7 The Atrium | | 🕌 Multi-faith prayer room |

All our rooms use the same naming formula – *Building Floor . Room Number*. So if you're looking for 01.18, go to building O, climb to the first floor, and find room number 18. Or for B0.10 go to building B, stay on the ground floor and look for room 10. In the naming formula, 'LL' refers to Llandaff.



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd

Wythnos groeso
Welcome week

2023