

# **Graduate Handbook**

# Master of Arts in Environmental Design (MED)

**Revised August 2023** 

# Contents

Master of Arts in Environmental Design: An Interdepartmental Graduate Program in Environme Design	
Program Overview	4
Program Components/ Plan Options	4
Plan A – Thesis Option	4
Plan B Report Option	5
Degree Requirements	5
Requirements for Plan A – Thesis Option	5
A minimum of 17 credits at the 800 level or above, distributed as follows:	5
Requirements for Plan B Report Option	5
A minimum of 17 credits at the 800 level or above, distributed as follows:	5
Transfer Credits	5
Good Standing	5
Sample Academic Program of Study	6
Typical Plan A	6
Typical Plan B	6
Required Academic Program of Study	6
Advising and Guidance Committee	6
Degree Calendar & Progress Checklist	7
Prior to attending the first semester of classes	7
First Semester	7
Second Semester	7
Second or Third Semester	8
Last Semester	8
Completion of Thesis/Report:	8
Final Logistics:	9
University Policies for Research	9
Integrity in Research and Creative Activities	9
Environmental Health and Safety (EHS)	10
Human Subject Research	10
Michigan State University Guidelines on Authorship	10
Student Conduct and Conflict Resolution	11
Student Conduct	11
Conflict Resolution and Grievances	11

University Resources	11
MSU Bachelor of Landscape Architecture (BLA) with the Master of Environmental Desig	
Sample Academic Program of Study	12
Curriculum Summary	12
Advising and Guidance Committee for Dual Degree Students	13
Faculty available to act as a Major Professor	

# Master of Arts in Environmental Design:

An Interdepartmental Graduate Program in Environmental Design

# **Program Overview**

The purpose of the Master of Arts in Environmental Design is to train prospective or practicing professionals to address the complex interdisciplinary nature of Environmental Design. Students will develop a highly individualized plan of study with a focus in design areas such as: design process, historic preservation and conservation, environment and behavior, design communication media, lighting, healthcare design, universal design, culture and design, golf course architecture, landscape reclamation, visual quality modeling, landscape restoration, interiorscapes, wellness/therapeutic garden design, landscape development systems, plant management systems, adaptive reuse facilities for tourism and recreation, site design safety, park and tourism development, design with ecological systems, green roof design and sustainable design.

The Master of Arts in Environmental Design (MED) address four areas of professional development:

- Acquisition of in-depth knowledge in the area of Environmental Design Theory.
- Development of problem solving skills within an interdisciplinary professional context.
- Development of technological expertise and a knowledge base in a selected area of Environmental Design.
- Advanced ability in graphic, written, and oral communications skills.

The program is planned to provide an alternative to traditional Professional Degrees by addressing the needs of students with undergraduate design backgrounds who wish to work in an interdisciplinary setting while pursuing an area of individual interest. As part of the program requirements, all MED applicants must identify a faculty member to serve as their Major Professor for the length of their studies. A list of approved faculty may be found in the back of this document or on the SPDC webpage.

# Program Components/ Plan Options

Both Thesis and Non-Thesis options are available. The purpose of the Plan A Thesis is to facilitate student endeavors related to environmental design science, conducting a research investigation, and publishing results. Plan A Thesis will also prepare the student for pursuing a Ph.D. The Non-Thesis option will allow students to explore, through planning and design, the creation and practical application of precedents, normative theories processes, technology, ordinances, philosophies, and related ideas. Such studies facilitate specialization in a planning and design topic and prepare the student with a professional area of expertise. The typical paths for the Master of Arts in Environmental Design are as follows:

#### Plan A – Thesis Option

Students who choose this option will develop a GradPlan with their Major Professor. The student will then present a Thesis proposal to their Major Professor and Guidance Committee. They will complete all required course work and research then write and orally defend the Thesis. To graduate, students are required to pass an oral defense covering their Thesis topic. Plan A students must complete 6 Master's Thesis Research credits (899) in one of the following; Horticulture, Interior Design, Community, Agriculture, Recreation and Resource Studies, or Landscape Architecture.

Passing will be determined by consensus among the committee members. Students who fail the initial report presentation may be re-evaluated the next semester after recommended changes are made. The student must

meet the minimum enrollment requirement for the University during this additional semester. Students who fail a second attempt will be dismissed from the program.

#### Plan B Report Option

Students who chose this option will develop an academic program of study with their Major Professor. The student will complete all required course work and research then write and orally present a Report. To graduate, students are required to pass an oral presentation covering their research topic. Plan B students must complete 6 Master Research credits (898).

A Plan B Exam option is not available for the Master of Environmental Design.

#### Degree Requirements

The student must complete a total of 33 course credits for the degree under either Plan A (Thesis option) or Plan B (Report option). The student's academic program of study must be submitted via GradPlan before the end of their second semester.

#### Requirements for Plan A – Thesis Option

#### A minimum of 17 credits at the 800 level or above, distributed as follows:

- IDES 892: Research Fundamentals (3 credits);
- LA 816: Environmental Design Theory (3 credits);
- LA 817: Environmental Design Studio (3 credits);
- LA 883 Environmental Design Seminar (3 credits);
- Approved Elective (12-15 credits);
- 899 Master Thesis Research (6 credits);
- Complete and defend a Master's Thesis acceptable to the student's Major Professor and Guidance Committee.

#### Requirements for Plan B Report Option

#### A minimum of 17 credits at the 800 level or above, distributed as follows:

- IDES 892: Research Fundamentals (3 credits);
- LA 816: Environmental Design Theory (3 credits);
- LA 817: Environmental Design Studio (3 credits);
- LA 883 Environmental Design Seminar (3 credits);
- Approved Elective (12-15 credits);
- 898 Master Research (6 credits);
- Complete and present a Master's Research Report acceptable to the student's Major Professor and Guidance Committee.

#### **Transfer Credits**

Students may transfer no more than 9 approved semester credits of course work, excluding research and Thesis credits. To do so, access the "Transfer Credit Administrative Forms" online at the Office of the Registrar Online Forms Menu. Credits transferred are established through the Program of Study as agreed upon by the student's committee. Credits must be verified through official transcripts. Transferred credits must have been earned at a 3.0 or above to be included.

#### **Good Standing**

Students must maintain a minimum GPA of 3.0 to remain in good standing and avoid being placed on probation.

# Sample Academic Program of Study

#### Typical Plan A

Year 1			
Fall Semester (9 credits)	Spring Semester (9 credits)		
IDES 892 Research fundamental in ED (3 credits)	LA 883 Environmental Design Seminar (3 credits)		
LA 816 Environmental Design Theory (3 credits)	Approved Elective (3 credits)		
Approved Elective (3 credits)	Approved Elective (3 credits)		
Year 2			
Fall Semester (9 credits)	Spring Semester (6 credits)		
LA 817 Environmental Design Studio (3 credits)	Approved Elective (3 credits)		
Approved Elective (3 credits)	LA 899 Master Thesis Research (3 credits)		
LA 899 Master Thesis Research (3 credits)	Oral Thesis Defense		

#### Typical Plan B

Year 1		
Fall Semester (9 credits)	Spring Semester (9 credits)	
IDES 892 Research fundamental in ED (3 credits)	LA 883 Environmental Design Seminar (3 credits)	
LA 816 Environmental Design Theory (3 credits)	Approved Elective (3 credits)	
Approved Elective (3 credits)	Approved Elective (3 credits)	
Year 2		
Fall Semester (9 credits)	Spring Semester (6 credits)	
LA 817 Environmental Design Studio (3 credits)	Approved Elective (3 credits)	
Approved Elective (3 credits)	LA 898 Master Research (3 credits)	
LA 898 Master Research (3 credits)	Oral Report Presentation	

# Required Academic Program of Study

All students are required to complete and submit a formal plan called GradPlan. For Plan A students and Plan B Report students, this is a two-step process. A committee request must be submitted and approved prior to submission of the course plan. It is strongly suggested, and in the students best interest, to develop their program of study as early as possible. It is expected that the course plan be submitted by the end of the first year of study. Once approved, any changes to the committee or course plan should be submitted via GradPlan revision.

The program of study may include courses related to statistical methods and research techniques. In addition, the program of study may include technology classes such as Bio-Engineering, Geographic Information Science/Systems (GIS), Global Positioning Systems (GPS), and remote sensing. Other program of study choices may include courses concerning topics addressing the student's area of specialization and interest. Interdisciplinary seminar classes are strongly recommended. Directed independent study, readings, and term papers related to highly specialized topics also are suitable.

# Advising and Guidance Committee

In both Plan A and Plan B, a student's Guidance Committee is composed of the student's Major Professor and other members of the Environmental Design faculty or other approved MSU graduate faculty. Plan A students are required to have at least three faculty members on their committee with at least two from MED, while Plan B students are required to have at least two faculty members. Members of the committee act as consultants, advisors and evaluators for the student's program and research. They'll approve the academic program of study, and approve the Thesis or Report.

It is in the student's best interest to compose a Guidance Committee by the end of their first semester of classes so that the committee may give advice concerning course work. In forming the committee, the student is encouraged to meet with their Major Professor and develop a list of potential committee members. Students should then set up a time to meet the potential committee members. The process involves the consensus of both the student and potential committee members. The composition of the Guidance Committee will be submitted via GradPlan no later than the end of the second semester of study.

The composition of the Guidance Committee (excluding the Major Professor) can change providing a member is willing to step down and a new member is found. This should be accomplished with the approval of the student's Major Professor. A request to change the academic program of study must be submitted via GradPlan.

If a student's Major Professor leaves the University or is unable to continue advising the graduate student, the student must search for a new Major Professor. If another faculty member in MED accepts the student, the student may continue their existing program of study. However, if a new Major Professor cannot be found, the student will be advised to complete their degree under the supervision of a MED faculty member assigned by the Program Director.

# Degree Calendar & Progress Checklist

#### Prior to attending the first semester of classes

- Activate your NetID and MSU E-mail account. MSU E-mail will be the official mode of communication.
   Students are advised against forwarding their MSU E-mail to other outside accounts. MSU uses e-mail for a variety of official communications related to employment, student, and safety concerns. For instance, notices regarding a tuition bill are sent to a student's MSU e-mail account. It is important to activate your NetID, because your MSU account is the only e-mail account to which official notices are sent. Students use their PID and PAN for activation. Learn more at Activating your MSU NetID.
- Attend the required SPDC new graduate orientation. Students are encouraged to participate in orientation activities offered by the Graduate School (and for international students, by the Office of International Students and Scholars).
- Contact the assigned Major Professor when you arrive on campus to discuss degree requirements, plan your courses (especially those for the first semester), and to discuss other student-related concerns.
- Register for classes. Master's students must be registered for a minimum of 9 credits per semester (6 if hired as a Graduate Assistant) to be considered "full time". International students must register for a minimum of 9 hours to fulfill Visa requirements.

#### First Semester

- Select Guidance Committee members with your Major Professor.
- Schedule and hold a meeting with your Guidance Committee to discuss your academic and professional
  goals and the courses you intend to take. You may wish to discuss preliminary ideas for a Plan A Thesis or
  Plan B Report.
- Complete first year RCR requirements including CITI modules and discussion training. Part of this requirement will be completed during IDES 892.

#### Second Semester

- Finalize your graduate committee and course plan via GradPlan
- Prepare a written draft of your Plan A Thesis or Plan B Report. Discuss with your Major Professor and secure his or her approval prior to submitting it to your Guidance Committee.
- Complete an annual review alongside your Major Professor

#### Second or Third Semester

- Revise your proposal based on the feedback from your Major Professor and schedule a meeting of your Guidance Committee to discuss your proposal. Provide each member of your Guidance Committee with a copy of your proposal at least two weeks prior to the committee meeting.
- Schedule and hold a meeting of your Guidance Committee to discuss and approve your proposal and review progress on your academic program.
- Secure approval from the Institutional Review Board (IRB), as appropriate to your research by submitting the application form found online at the <a href="https://example.com/html/>
  Human Research Protection Program">Human Research Protection Program</a>.
- Complete Year 2 refresher RCR training.

#### <u>Last Semester</u>

- Prepare for Thesis defense or Report presentation.
- Check deadline dates for the semester as they pertain to completing the Master's Degree at <a href="https://example.com/The Graduate">The Graduate</a>
  School website.
- Register for a minimum of 1 credit for the semester in which you plan to defend your Thesis or present your Report.
- Complete and submit the online application for graduation at the beginning of the semester. The Graduation Application is available at student.msu.edu. After clicking on the Academic Progress tile, you will see a link to Apply for Graduation in the left-hand navigation under the Graduation heading.
- Obtain a copy of the formatting guide from <u>The Graduate School ETD website</u>. Although it is not required that the Plan B Report be submitted to the Graduate School, it should be formatted in the same manner as the Plan A Thesis.
- Prepare for commencements; see guidelines and checklist provided by the University online at the <u>MSU</u>
   Commencement website.

#### Completion of Thesis/Report:

- Complete all required forms in the <u>Thesis formatting guide</u> found online at The Graduate School website (Plan A students).
- Submit a draft of your Thesis or Report to your Major Professor and Guidance Committee at least two weeks before your defense.
- Edit your draft, as needed.
- Schedule a time with your Major Professor and Guidance Committee for defending or presenting your
  work. This will be an open session to which students and faculty in the School of Planning, Design and
  Construction may attend.
- Once student has confirmed a date and time that will work for their Major Professor and Guidance Committee they should contact the Graduate Secretary to reserve a conference room. At this time the student will also provide the title of their Thesis or Report so the appropriate announcements may be sent out to SPDC faculty and students. This must be done at least 14 days prior to the defense date.
- Provide your Major Professor and each member of your Guidance Committee a copy of your Thesis or Report at least two weeks prior to the defense or presentation.
- Orally defend Thesis/Report.
- Modify Thesis/Report as instructed by your Guidance Committee.

#### **Final Logistics:**

- Read and comply with the MSU's Thesis/Dissertation electronic submissions to ensure that you have met
  all requirements and submitted all forms necessary, paperwork can be found online at the <u>MSU Graduate</u>
  School.
- Pay all final fees and complete questionnaires required by the Graduate School.

# University Policies for Research

#### Integrity in Research and Creative Activities

The conduct of research and creative activities by faculty, staff, and students is a central and prioritized aspect of Michigan State University's mission. Within a competitive and vibrant environment, faculty, staff, and students collaborate with the common goal of acquiring knowledge, generating new ideas, and sharing information for the benefit of their peers and the wider community. The reputation and standing of MSU as a research university are rooted in the dedication of its faculty, staff, and students to excel in scholarly and creative pursuits while upholding the highest standards of professional integrity. As a collaborative partner in scholarly endeavors, MSU is devoted to fostering an atmosphere that nurtures ethical conduct and promotes integrity in research and creative activities. Students are encouraged to consult the MSU policies on research integrity for guidance and reference.

Innovative ideas and advancements in research and creative activities have the capacity to bring professional and public recognition, and in certain cases, attract commercial interest and financial gain. However, it is important to acknowledge that in rare instances, these potential benefits may tempt individuals to compromise professional ethics. Pressures to publish, secure research grants, or fulfill academic requirements can sometimes undermine the principles of professional integrity. It is crucial for individuals involved in research and creative activities to maintain a steadfast commitment to ethical conduct despite such pressures, ensuring that the pursuit of knowledge and creativity remains grounded in integrity and responsible practices.

Breaches of professional ethics encompass a range of actions, from questionable research practices to outright misconduct, as outlined in the MSU Faculty handbook, specifically in chapter VI titled "Research and Creative Endeavor—Procedures Concerning Allegations of Misconduct in Research and Creative Activities." While the primary responsibility for upholding professional standards rests with the individual scholar, advisors and the disciplinary community as a whole also share the responsibility. Passive acceptance of improper practices can create an environment that facilitates violations of professional ethics. Students are encouraged to consult the MSU Graduate School's "Guidelines for Integrity in Research and Creative Activities" for further guidance. Integrity in research and creative activities is not solely dependent on disciplinary practices but also requires a commitment to fundamental personal values such as fairness, equity, honesty, and respect. These guidelines are designed to promote and uphold high professional standards among all members of the academic community, including faculty, staff, and students.

In addition, students in the MED program should refer to the other important policies from the University to complete their academic journey successfully and safely. The University policies include:

- Academic Programs Catalog
- Anti-Discrimination Policy (ADP)
- Code of Teaching Responsibilities
- Disability and Reasonable Accommodation Policy
- General Student Regulations
- Graduate Students Rights and Responsibilities (GSRR)
- Guidelines for Integrity in Research and Creative Activities

- Integrity of Scholarship & Grades
- Law Student Rights and Responsibilities (LSRR)
- Medical Student Rights and Responsibilities (MSRR)
- MSU Guidelines for Graduate Student Mentoring and Advising
- MSU-GEU Contract
- Policy on Relationship Violence and Sexual Misconduct

#### **Environmental Health and Safety (EHS)**

The use of hazardous materials in research, teaching, or outreach activities at Michigan State University is governed by State and Federal Laws and guidelines. The Vice President for Research and Graduate Studies has been assigned the responsibility of ensuring compliance with appropriate practices whenever hazardous materials are involved. This oversight aims to maintain a safe environment for campus personnel, protect the surrounding community, and ensure that MSU fulfills its obligations under the Law.

The Environmental Health and Safety (EHS) department is responsible for overseeing activities involving hazardous substances. EHS receives support from faculty committees dedicated to radiation safety, chemical safety, and biological safety. The radiation safety committee operates under the authority granted by Federal Law and is responsible for implementing specific actions.

To educate employees and students at Michigan State University on safe work practices, EHS provides both live and online training classes throughout the year. Completing these courses ensures that MSU personnel comply with Local, State, and Federal regulations concerning radiation, chemical, biological, hazardous waste, and environmental safety. For more information about available courses, please contact EHS at (517) 355-0153.

#### Human Subject Research

A student who intends to conduct research involving human subjects must obtain approval from the Human Research Protection Program (HRPP) before commencing data collection for their Master's Thesis, Pre-Dissertation Research, or Doctoral Dissertation. The HRPP functions as an Institutional Review Board (IRB), and both Federal and University regulations mandate that all research projects involving human subjects undergo review and approval by an IRB prior to initiation. Research, as defined by the regulations, refers to a formal investigation conducted to contribute to or develop general knowledge. A human subject of research is an individual (1) from whom an investigator collects data through interaction or intervention, or (2) about whom the researcher acquires confidential information. Individuals conducting studies requiring IRB approval must fulfill the training requirements for the protection of human subjects in research before submitting an IRB application. For training and educational resources, please visit the HRPP website.

Depending on the level of risk involved in the research protocol, the HRPP assigns the student's application to one of three review categories: exempt from full review, expedited review, or full review. The application is then sent to one, two, or five reviewers, respectively. If the reviewer(s) determines that the rights and welfare of the human subjects are adequately protected, they approve the application. However, if the reviewer(s) have concerns, they provide written comments to the HRPP office, which will be transmitted to the investigator. The investigator is required to provide a written response to each comment to HRPP, which will then be forwarded to the reviewer(s). For exempt or expedited proposals, an approval letter can be issued once the reviewer(s) approves. In the case of a full review (five-member sub-committee), an approval letter is issued after the proposal has been discussed and approved through a vote by the full committee during their monthly meeting.

#### Michigan State University Guidelines on Authorship

Students who pursues to disseminate the final thesis or reports via peer-reviewed journals and/or academic conferences, please refer to the <u>University Guidelines on Authorship</u>.

#### **Student Conduct and Conflict Resolution**

#### **Student Conduct**

The University places importance on student conduct and expects students to demonstrate good citizenship in all aspects of their lives, including academic and non-academic settings. For detailed information on student conduct and behavior expectations, please refer to the Office of Spartan Experiences and resource guide. This resource provides comprehensive guidelines and information regarding student responsibilities and conduct at the University.

#### **Conflict Resolution and Grievances**

Conflicts involving graduate students within our program can be addressed through informal or formal channels, depending on the preference of the individuals involved. The rights and responsibilities of graduate students, as well as formal grievance procedures, are outlined in the "Student Rights and Responsibilities" and "Graduate Student Rights and Responsibilities" document. In cases where formal procedures are necessary, the School of Planning, Design and Construction and MED program follows established protocols to address such issues. In addition, the Office of the Ombudsperson is available as a resource for further information and support in resolving conflicts and addressing concerns.

# **University Resources**

This section of our program handbook aims to provide graduate students with a comprehensive list of university resources that are available to support their academic and personal needs.

Resources provided by the Graduate School:

- Career Services
- Aurora by Beyond the Professoriate
- <u>Diversity, equity, & inclusion programs</u>
- Events
- Forms
- Funding
- Guidelines for Advising and Mentoring Graduate Students
- Graduate life & wellness
- Mentoring
- Policy information
- Professional development
- Research integrity
- Traveling scholar opportunities
- University Committee on Graduate Studies

Resources provided by university-level units such as <u>OISS</u>, <u>Student Affairs</u>, <u>the Libraries</u>, <u>the Olin Health Center</u>, <u>Inclusion & Intercultural Initiatives</u>, <u>the Burgess Institute for Entrepreneurship & Innovation</u>, <u>the Writing Center</u>, and <u>University Outreach & Engagement</u>, <u>Resource Center for Persons with Disabilities</u>, and <u>the Ombudsperson's Office</u>.

# MSU Bachelor of Landscape Architecture (BLA) with the Master of Environmental Design (MED) (BLA/MED Dual Degree)

The Landscape Architecture Program at Michigan State University offers both an accredited four-and-a-half-year Bachelor of Landscape Architecture (BLA) Degree and a five-year dual degree program, which combines the accredited BLA with the Master of Environmental Design (MED) degree. The BLA degree program is structured around a dynamic design studio sequence and classroom learning environment. Core BLA classes and design studios are complimented by the natural and social sciences and the arts and humanities. A five-week study abroad experience is integrated into the curriculum sequence in the spring semester of year three for which both BLA and dual degree BLA/MED students are eligible. Blending creativity, design, site engineering and technical skills, and developing well rounded professionals are at the heart of the curriculum. BLA/MED requires 154 curriculum credits with minimum 130 BLA credits, 33 MED credits (24 plus 9 linkable).

#### Sample Academic Program of Study

Year 1		
Fall Semester (Dual Enrollment with 14~17 credits)	Spring Semester (Dual Enrollment with 11~14 credits)	
IDES 892 Research fundamental in ED (3 GR credits)	LA 883 Environmental Design Seminar (3 GR credits)	
LA 816 Environmental Design Theory (3 GR credits)	LA 448 Regional Design Studio (2 UG-dual credits)	
LA 447 Juried Design Studio (5 UG-dual credits)	UP 424 GIS Design Tools for Planning (3 UG credits)	
Elective (3~6 UG or GR credits)	Elective (3~6 UG or GR credits)	
Year 2		
Fall Semester (Dual Enrollment with 12~15 credits)	Spring Semester (Grad Enrollment with 9 credits)	
LA 817 Environmental Design Studio (3 UG-dual	Approved Elective (3 credits)	
credits)	Approved Elective (3 credits)	
LA 480 Professional Office Practice (3 UG credits)	LA 899 Master Thesis Research (3 credits)	
LA 899 Master Thesis Research (3 credits)	Oral Thesis Defense	
Elective (3~6 UG or GR credits)		

# **Curriculum Summary**

- 3 semesters as dual enrolled student
- 1 semester as MED graduate student, 9 GR credits (qualifying 400-level and above of linkable BLA/MED);
- MED completed end of 10<sup>th</sup> semester of MSU enrollment
  - Counting up to 9 linked credit hours in the MED is only with approval of the Guidance Committee;
  - A minimum of 6 credit hours must be at MSU Campus while in graduate standing;
  - A minimum of 9 credit hours registered in graduate standing;
  - Courses taken during dual enrollment (undergraduate status) do not count towards requirements 2 and 3.

This is only a guide for completing the BLA degree. Students must meet with their Academic Advisor or Major Professor each year to ensure proper course scheduling for timely completion of the degree.

# Advising and Guidance Committee for Dual Degree Students

Like non-dual degree students, BLA/MED dual degree students have both Plan A and Plan B options. A dual degree student's Guidance Committee is composed of the student's Major Professor and other members of the Environmental Design faculty or other approved MSU graduate faculty. Plan A students are required to have at least three faculty members on their committee with at least two from MED, while Plan B students are required to have at least two faculty members. Members of the committee act as consultants, advisors and evaluators for the student's program and research. They'll approve the academic program of study and approve the Thesis or Report.

Dual degree students should identify their major professor when they apply to our program based on research interests. Once dual degree students have been admitted to the program, the student is encouraged to meet with their Major Professor and develop a list of potential committee members. The process involves the consensus of both the student and potential committee members. The composition of the Guidance Committee will be submitted via GradPlan no later than the end of the second semester of study. It is in the student's best interest to compose a Guidance Committee by the end of their first semester of classes.

The composition of the Guidance Committee (excluding the Major Professor) can change providing a member is willing to step down and a new member is found. This should be accomplished with the approval of the dual student's Major Professor. A request to change the academic program of study must be submitted via GradPlan.

If a dual student's Major Professor leaves the University or is unable to continue advising the graduate student, the student must search for a new Major Professor. If another faculty member in MED accepts the student, the student may continue their existing program of study. However, if a new Major Professor cannot be found, the student will be advised to complete their degree under the supervision of a MED faculty member assigned by the Program Director.

# Faculty available to act as a Major Professor

Dr. Jun-Hyun Kim, Landscape Architecture – Professor & MED Program Director junhkim@msu.edu

Dr. Eunsil Lee, Interior Design – Associate Professor leeeunsi@msu.edu

Dr. Jisun Lee, Interior Design – Assistant Professor leejisu4@msu.edu

**Dr. Xiaowei Li, Landscape Architecture – Assistant Professor** lixiaow1@msu.edu

Dr. Trish Machemer, Landscape Architecture & Urban and Regional Planning – Associate Professor <a href="machemer@msu.edu">machemer@msu.edu</a>

Dr. Linda Nubani, Interior Design – Associate Professor <a href="mailto:nubanili@msu.edu">nubanili@msu.edu</a>

Dr. Fatemeh Saeidi-Rizi, Landscape Architecture - Assistant Professor <a href="mailto:saeidiri@msu.edu">saeidiri@msu.edu</a>

Dr. Wonmin Sohn, Landscape Architecture – Assistant Professor wonmin@msu.edu