

STUDENT GUIDE

MASTER OF URBAN PLANNING PROGRAM

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UNIVERSITY OF LOUISVILLE

MUP Director: Dr. David M. Simpson, AICP (852-8019)
Urban Studies Institute, Room 100
dave.simpson@louisville.edu

**Graduate Student Advisor
& Internship Coordinator:** Yani Vozos (852-8002)
Urban Studies Institute, Room 102
yani.vozos@louisville.edu

Program Office: Patty Sarley (852-7906)
Urban Studies Institute, Room 103
plclea01@louisville.edu

426 W. Bloom Street
Louisville, KY 40208
<http://louisville.edu/upa>
E-mail: upa@louisville.edu

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MASTER OF URBAN PLANNING DEGREE

PROGRAM MISSION AND RECOGNITION

The Master of Urban Planning Program is a professional degree that provides students with a strong foundation in the theory and practice of urban and regional planning. It enables students to not only be competitive for technical positions, but to also move into administrative positions. The Master of Urban Planning plays an integral role in the University's urban/metropolitan mission through practical real world application.

The MUP program is designed to prepare students for career placement and advancement in a wide variety of settings. These include positions in the public sector as well as various private and non-profit planning organizations.

The MUP Program was officially accredited by the Planning Accreditation Board (PAB) in April 2009 and recognized by the Association of Collegiate Schools of Planning, Inc. (ACSP).



The MUP program offers the opportunity to develop proficiency in the following areas: land use and environmental planning, urban design, historic preservation, real estate development, economic development planning, and geographic information systems. In addition, students focus their coursework within one or two specializations. Areas of specialization include: 1) Land Use and Environmental Planning, 2) Administration of Planning Organizations, 3) Spatial Analysis for Planning, and 4) Housing and Community Development. The department of Urban and Public Affairs also offers a Graduate Certificate in Real Estate Development (GCRED). MUP students will be able to obtain this Certificate as part of the Masters degree and in turn will finish with a specialization in Housing and Community Development. (More information about this program is listed in the Specialization section below).

Access to instructors in a variety of academic disciplines offers students a great opportunity to pursue interdisciplinary work. Courses are taught principally by faculty in the University's Department of Urban and Public Affairs, with faculty from the Department of Geography and Geosciences making a significant contribution to the program as well. The University's location within a large metropolitan area allows the faculty to give the curriculum an urban emphasis.

ADMINISTRATION AND ADMISSIONS

The program's administrative offices are located in the Urban Studies Institute (USI), 426 West Bloom Street, Louisville, KY 40208. Students can obtain an application from the administrative office (USI), the Graduate School (Suite 105, Houchens Building), or online at http://graduate.louisville.edu/request_info/admissions.html.

Please note the following credentials must be supplied before a candidate can be considered for admission:

1. A completed graduate application form.
2. A transcript of all undergraduate as well as graduate work completed.
 - Applicants should have earned a bachelor's degree from an accredited institution with a minimum

grade point average of 3.0.

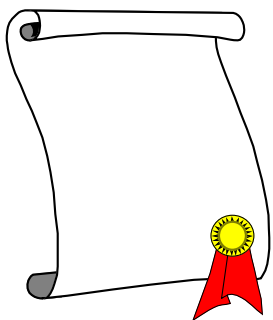
3. Scores for the Graduate Record Exam (GRE).
 - Applicants should have a verbal GRE score of 153 (verbal) and 144 (quantitative).
4. A personal statement of interest to pursue the MUP degree. (No longer than two pages).
 - Applicants may also include a resume.
5. Two letters of recommendation.
 - At least one of these should be from someone familiar with the applicant's academic abilities.
6. Those applicants whose native language is not English and who do not hold a degree from an American University must show proficiency in English by scoring 210 or higher on the computer-based TOEFL (Test of English as a Foreign Language) examination or by successfully completing the exit examination for the advanced level of the intensive English as a Second Language Program at the University of Louisville.

Other relevant factors such as experience in the field and motivation to enter public service may be considered in evaluating applications. Students not able to satisfy one or more criteria may appeal to the MUP Faculty Admissions Committee.

TRANSFER CREDIT

Transfer of credit from other institutions are will be approved consistent with the policies of the Graduate School. Six hours of credit may be transferable upon departmental approval. Up to an additional 6 hours may be transferred with Graduate School approval. A residency requirement of 24 semester hours must be satisfied at the University of Louisville.

CAREER PLACEMENT



Students are advised to check the job bulletin board (first floor, Urban Studies Institute) and the weekly UPA Newsletter for position listings. Students should also consult the departmental graduate student advisor for career placement (USI, 852-8002).

PRACTICAL TRAINING

The curriculum facilitates practical training for students who have little professional experience. A distinction is made between in-service and pre-service students. In-service students are defined as individuals who are currently employed in a planning related position. All other students in the program will normally be classified as pre-service. This distinction is of importance in determining whether the Practicum (which is intended for in-service students) or the Internship (which is intended for pre-service students), is pursued. Students should consult the Internship/Practicum Handbook, available on the departmental website www.louisville.edu/upa and also from the departmental graduate student advisor (852-8002).

STUDENT LIFE AND ORGANIZATIONS

There is a very active student organization, PSO (Planning Student Organization), in which students may

participate. The organization hosts numerous activities during the academic year. Such activities include guest speakers, community service projects, and social events. There is also a LEED (Leadership in Energy and environmental Design) Student Group that consists of both undergraduate and graduate students. Students are also encouraged to attend professional conferences.

PROFESSIONAL DEVELOPMENT

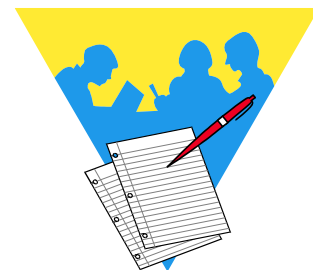
Students are also encouraged to demonstrate their commitment to professionalism in urban planning by participating in community-wide public service organizations or by registering for membership in professional associations, such as the Kentucky Chapter of the American Planning Association. To ensure receipt of all available discounts and benefits, application should be made through the local student organization (PSO). Contact information for student organization officers is available the student advisor (room 102). The Graduate School of Arts and Sciences at UofL also offers professional development workshops and academies to all students during the school year free of charge. More information can be obtained at <http://louisville.edu/graduate/plan/>

FINANCIAL AID

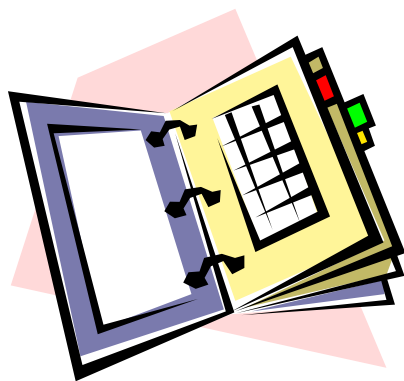
The Department of Urban and Public Affairs offers a number of graduate research assistantships (GRAs). GRAs carry a yearly stipend, health insurance benefits, and are granted tuition remission. In return students are required to carry at least nine hours of courses per semester and assist a faculty member for 20 hours per week over a 10 month period. In order to receive full consideration for an assistantship, applications should be received by March 1st for the upcoming school year. Throughout the year, individual professors with outside funding sources may offer additional assistantships. Students interested in a GRA should complete and submit the application form along with a copy of their resume.

REQUIREMENTS FOR THE MUP

The Master of Urban Planning degree is professionally oriented and designed to train leaders in the planning field. The curriculum covers a diversity of skills that planners can apply at all levels of government and in the private sector. While the curriculum is flexible and allows students to tailor courses toward specific needs, there are also program requirements that must be met. These requirements ensure consistency, quality, and coverage of essential skills.



GRADES and ACADEMIC STANDARDS



Grades of A, B, or C are the only grades to be considered as passing. However, a D or an F will be used in calculating the grade point average. A maximum of six credit hours with a grade of "C" may count towards the completion of degree requirements.

A student must maintain a B average to remain in good standing in the MUP Program. Students whose graduate grade point averages fall below 3.0 (exclusive of incompletes) are placed on academic probation. Such students must bring the grade point average up to 3.0 within one semester. Students who fail to do this will receive a notice of termination from the program.

A student who accumulates a combination of three or more Incompletes (I) will not normally be permitted to

register for more courses.

A student who has received a grade of C, D, or F may repeat that course upon the approval of the Graduate School. When a student repeats a course, the grade point average is calculated on the basis of the last grade attained.

COURSELOAD

A typical course load for a full-time graduate student is nine to twelve semester hours. Over twelve hours may be taken with director's approval. Part-time students may elect three or six credits a semester. Students have discretion in regard to their pace of study, although GRAs are generally required to complete 24 credit hours per academic year.

COURSE SEMESTER HOUR REQUIREMENTS:

Core Courses	24
Internship	3
Capstone Studio	3
Specialization	9
Electives	<u>9</u>
TOTAL	48

CORE COURSE REQUIREMENTS:

The first year of study will consist of 24 credits of core-required courses as shown below:

PLAN 601 PLANNING THEORY AND HISTORY

In-depth examination of urban and regional planning theory, with special focus on the rational comprehensive model. The course will also cover the history of planning and contemporary issues with a special emphasis on the role of planners, zoning, and law.

PLAN 602 STATISTICS FOR PUBLIC AFFAIRS

Covers descriptive statistics, probability, sampling, tests of significance, correlation, regression analysis and the use of statistical software packages.

PLAN 603 URBAN ECONOMICS

Application of economic theory to urban policy issues including metropolitan development and job creation, poverty, crime, transportation, environment, special structure, and other issues.

PLAN 604 APPLIED RESEARCH METHODS

Provides students with the basic analytical tools commonly used by professional planners and public administrators. The use of computers in applying these tools will be emphasized.

PLAN 605 LAND USE AND PLANNING LAW

Examination of pertinent legal issues, including ordinances, state and federal legislation, and court rulings impinging on planning and land use activities.

PLAN 606 PROFESSIONAL PRACTICE

Topics include: government organization; the role of planning in governmental decision making; the planner's relations with citizens, politicians and administrators; strategies for dealing with conflict, pressure, and uncertainty; and ethics.

PLAN 618 Urban Demography and Geographic Information Systems (GIS)

Introduction to urban demography and GIS using ArcGIS software, management of relational databases, and manipulation and graphical output of digital geo-spatial data.

PLAN 636 SITE PLANNING

A design focused course that will touches on a series of issues that include but are not limited to: rudimentary sketching, urban design principles, site design, floor plans, utility placement, client relations.

ADDITIONAL REQUIRED COURSES:

PLAN 650 CAPSTONE STUDIO

This course integrates the various elements of the planning program while providing the opportunity to work on real planning problems.

PLAN 649 PLANNING INTERNSHIP/PRACTICUM

Every student will be expected to complete three semester hours of a Practicum or Internship. Students should consult the Internship/Practicum Handbook for detailed guidelines and forms. Handbooks are available from the Graduate Student Advisor or the program receptionist. In order to register for an Internship or Practicum, the student must complete all applicable forms in the Internship/Practicum Handbook and return them to the advisor.



Practicum. Normally, the Practicum option will be pursued by in-service students. The Practicum enables students to fulfill requirements at their existing job sites and entails a research project pursued under the supervision of an MUP faculty member and field supervisor. Content may vary but the project should be relevant to the student's experience and workplace. The final written product will be evaluated by a supervising faculty member. The field supervisor will provide assessment through the MPA/MUP Practicum Evaluation survey.



Internship. Normally pursued by pre-service students, the Internship generally includes an assignment to a position in a government or nonprofit organization for a minimum of 200 hours. This is carried out under the direction of both an agency supervisor and a faculty member. Students are required to keep a journal, which will be submitted to the supervising faculty member at the conclusion of the three credit internship. Students also complete a paper that is made available to the sponsoring agency and is evaluated by the faculty supervisor. The field supervisor will provide assessment through the MPA/MUP Internship Evaluation survey.

SPECIALIZATION, ELECTIVES AND OUTSIDE COURSEWORK:

The second year will consist of 18 semester hours of elective coursework along with the Planning Internship and Capstone Studio. The 18 hours of electives may be used to complete either two specializations or one specialization and an additional 9 hours of free approved electives from within the Master of Urban Planning curriculum. Once the student decides which specialization they prefer, they are required to take one course, specified below in each category.

Specialization in Land Use Planning (LUP)

This specialization is focused on what is typically viewed as the core subject matter of the field of planning. The courses include two established courses in the Department of Geography and Geosciences. Students choosing this specialization would be required to complete *at least three* of the courses listed on the following page:

*****PLAN 607 Land Use Planning** is required for this specialization.

Specialization in Administration of Planning Organizations (APO)

Due to the strength of its Master of Public Administration program, the University of Louisville is unusually well equipped to offer a specialization in this area. This specialization is typically offered by other planning programs and is targeted at planning practitioners who are seeking to advance to administrative positions in the field. Students choosing this specialization would be required to complete *at least three* of the courses listed on the following page: *** **PLAN 609 Public Budgeting and Finance** is required for this specialization.

Specialization in Spatial Analysis for Planning (SAP)

This specialization draws heavily from existing course offerings in the Department of Geography and Geosciences. With significant expansion in the use of information systems and sophisticated analytical tools to inform planning decisions, this is an area in which there is considerable demand for graduates. Students choosing this specialization would be required to complete *at least three* of the courses listed on the following page. At least *****one advanced level GIS course offered in the urban planning (PLAN) or Geography (GEOG)** is required for this specialization. Approval is given by the director.

Specialization in Housing and Community Development (HCD)

This specialization reflects the urban orientation of the University of Louisville and the Master of Urban Planning Program. It focuses on the skills required to plan for the revitalization of urban neighborhoods and the sensitive development of metropolitan regions. Students choosing this specialization would be required to complete *at least three* of the courses listed on the following page: *** **PLAN 617 Housing and Community Development** is required for this specialization.

Graduate Certificate in Real Estate Development (GCRED)

This certificate program is designed to equip graduates with the skills needed to make better real estate decisions with respect to investment considerations, market and site analysis and planning. This program is extremely practical for planning students who desire to work in the private sector, real estate planning and development. For MUP students, the GCRED satisfies the requirements for the specialization in Housing and Community Development with the mandatory courses listed below.

PLAN 614 Real Estate Market Analysis

PLAN 631 Real Estate Principles

PLAN 633 Real Estate Development

PLAN 605 Land Use and Planning Law(MUP Core)

PLAN 634 Real Estate Finance and Investment

PLAN 636 Site Planning (MUP Core)

**ELECTIVE COURSES OFFERED THROUGH THE
MASTER OF URBAN PLANNING PROGRAM***

Abbreviations

LUP = Land Use Planning

APO = Administration of Planning Organizations

SAP = Spatial Analysis for Planning

HCD = Housing and Community Development

LUP	APO	SAP	HCD	Class #	Class Name
	X			PADM 600	Foundations of Public Administration
	X			PADM 608	e-Government
	X			PADM 610	Administrative Law and Process
	X			PADM 611	Financial Management for Public Administration
			X	PADM 612	Non-Profit Grantsmanship
	X			PADM 620	Intergovernmental Relations
			X	PADM 621	Politics of Urban Development
			X	PADM 623	Comparative Urban Development
	X			PADM 625	Advanced Organizational Behavior
	X			PADM 642	Human Resources Management
X				PLAN 501	Urban Environmental Quality
X				PLAN 607	Land Use Planning
	X			PADM 604	Public Budgeting & Finance
	X			PLAN 610	Strategic Management & Planning
X	X		X	PLAN 612	Mediation & Dispute Resolution
		X	X	PLAN 614	Real Estate Market Analysis
		X		PLAN 615	Spatial Statistics
		X		PLAN 616	Analytical Urban Geography
			X	PLAN 617	Housing and Community Development
		X		PLAN 619	Urban Geographic Information Systems Applications
X				PLAN 620	Environmental Policy
X			X	PLAN 622	Urban Design
X				PLAN 623	Environmental Policy & Natural Hazards
X		X		PLAN 624	Urban Transportation Planning
			X	PLAN 625	Historic Preservation
			X	PLAN 626	Economic Development
			X	PLAN 631	Real Estate Principles
			X	PLAN 633	Real Estate Development
			X	PLAN 634	Real Estate Finance and Investment
X			X	PLAN 635	Comparative Urban Development
X			X	PLAN 636	Site Planning
X			X	PLAN 651	Urban Design Studio
X			X	PLAN 652	Neighborhood Planning Studio
X			X	PLAN 680	Excursion Courses (eg. Sustainable German Cities)

*This is not a comprehensive list of elective courses. Please consult the MUP webpage for the most up to date list of courses.
<http://louisville.edu/upa/programs/mup>

ADDITIONAL ELECTIVE COURSES:

In addition to the courses listed for each specialization, students may be permitted to enroll for other relevant elective courses. Students should first seek the approval of the program director prior to enrolling in courses not listed for their specialization. Some optional electives are listed below:

PLAN 628	Economic Conditions and Forecasting
PLAN 635	Comparative Urban Development
PLAN 680	Intro to Sustainability
PLAN 680	Urban Sustainability
PADM 621	The Politics of Urban Development
PADM 603/UPA 621	Policy Analysis and Program Evaluation
CEE 534	Industrial Waste Management
CEE 535	Solid Waste Management
CEE 660/UPA 688	Transportation Planning & Urban Development
GEOG 578	Downtown Change & Development
POLS 519	Urban Poverty & Policy
POLS 602	Urban Political Economy

READING AND INDEPENDENT RESEARCH COURSES:

Under certain circumstances, students wanting to pursue topics in greater depth than is possible in a regular class may arrange with an appropriate faculty member for a readings or independent research course. Prior approval from the program director, a list of readings, and course requirements are required before registering for such courses. Normally, students must complete 18 hours of coursework before pursuing independent study. Students normally should take only one independent study course during the MUP program.

SCHEDULING AND TYPICAL COURSES OF STUDY:

Courses will be scheduled so that full-time students can complete the degree within two years. Part-time students enrolling for two courses per semester will be able to complete the degree within four years. Late afternoon, evening, and Saturday courses are offered as well as courses during the summer terms that will count toward the degree. Typical programs of study for full-time and part-time students are outlined below:

PROGRAM EXAMPLE

(Based on 9 to 12 credit hours per semester)

Year 1

	<u>Fall</u>		<u>Spring</u>
PLAN 603	Urban Economics	PLAN 601	Planning Theory and History
PLAN 636	Site Planning	PLAN 618	Urban Demography and GIS
PLAN 602	Statistics for Public Affairs	PLAN 604	Applied Research Methods
PLAN 606	Professional Practice	PLAN 605	Land Use & Planning Law

Year 2

	<u>Fall</u>		<u>Spring</u>
PLAN xxx	Specialization Elective	PLAN xxx	Specialization Elective
PLAN xxx	Specialization Elective	XXXX xxx	Approved Elective
XXXX xxx	Approved Elective	XXXX xxx	Approved Elective
PLAN 649	Planning Internship	PLAN 650	Capstone Studio

PROGRAM EXAMPLE
(Based on 6 credit hours per semester)

Year 1

	<u>Fall</u>		<u>Spring</u>
PLAN 603	Urban Economics	PLAN 601	Planning Theory and History
PLAN 606	Professional Practice	PLAN 605	Land Use & Planning Law

Year 2

	<u>Fall</u>		<u>Spring</u>
PLAN 636	Site Planning	PLAN 618	Urban Demography and GIS
PLAN 602	Statistics for Public Affairs	PLAN 604	Applied Research Methods

Year 3

	<u>Fall</u>		<u>Spring</u>
PLAN xxx	Specialization Elective	PLAN xxx	Specialization Elective
PADM 649	Planning Internship	XXXX xxx	Approved Elective

Year 4

	<u>Fall</u>		<u>Spring</u>
PLAN xxx	Specialization Elective	XXXX xxx	Approved Elective
XXXX xxx	Approved Elective	PLAN 650	Capstone Studio

Please note that elective courses and internships may also be completed during the summer terms.

FULL-TIME FACULTY

Tony Arnold, J.D.	Boehl Chair in Property and Land Use Law and Professor of Law. Land use and environmental law.
Carrie G. Donald	J.D. University of Louisville, Associate Professor of Urban and Public Affairs: labor law, health care, labor relations, workplace issues of women and minorities
Lisa Björkman	Ph.D. (Politics, New School for Social Research), Assistant Professor of Urban and Public Affairs. Political ethnography, urban theory, material infrastructures, South Asian urbanism
John Gilderbloom	Ph.D. University of California, Santa Barbara, Professor of Urban and Public Affairs and Director, Center for Sustainable Urban Neighborhoods: historic preservation, housing, research methods
Frank Goetzke	Ph.D. West Virginia University, Associate Professor of Urban and Public Affairs: urban economics, spatial analysis, transportation policy
Lauren Heberle,	Ph.D., Rutgers The State University of New Jersey, Associate Professor of Sociology. Environmental policy, community development.
David Imbroscio	Ph.D. (Political Science, University of Maryland), Professor of Political Science and Urban and Public Affairs and Director, Ph.D. Program in Urban and Public Affairs. Urban political economy, economic development, antipoverty policy, urban theory.
Janet Kelly	Ph.D. Wayne State University, Professor of Urban and Public Affairs and Director, Master of Public Administration; Director of the Urban Studies Institute. Public Financial Management, Performance Budgeting, Policy Analysis and Program Evaluation
Kelly L. Kinahan	Ph.D., AICP (Urban Studies and Public Affairs, Cleveland State University), Assistant Professor of Urban and Public Affairs. Urban revitalization, historic preservation, community and economic development, legacy city planning and policy.
Steven G. Koven	Ph.D. University of Florida, Professor of Urban and Public Affairs: public policy and evaluation, finance and budget
Aaron Rollins	Ph.D. Mississippi State University, Assistant Professor of Urban and Public Affairs. Public Policy, Policy Analysis, Social Equity and the Public Sector.
Matthew Ruther	Ph.D. (Geography, University of Pennsylvania), Assistant Professor of Urban and Public Affairs, Director, Kentucky State Data Center and Kentucky State Demographer. Urban demography, research methods, metropolitan growth and development, spatial analysis.
David M. Simpson	Ph.D. AICP, The University of California, Berkeley, Fifth Third Professor of Community Development, Department Chair and Director, Master of Urban Planning Program and Executive Director, Center for Hazards Research and Policy Development: natural hazards, mediation and dispute resolution, land use and environmental planning, qualitative methods
Sumei Zhang	Ph.D. The Ohio State University, Associate Professor of Urban and Public Affairs. Specializations: Land Use Planning, Planning Theory, Research Methods, Statistics