

School of Architecture Urban Planning Construction Engineering

School Regulations

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Art. 1 - School of Architecture Urban Planning Construction Engineering

1.1 The School of Architecture Urban Planning Construction Engineering declares to be a cultural and educational project, as fundamental point (Annex 1) to develop the project in line with the reasons for its establishment. The new School has as objective to train competent graduates in the specific field of design and construction, able to responsibly measure themselves with problems that reality arises at different levels and on different subjects: from the building to the internal space, from the city to territory, landscape, and cultural heritage. As part of these complex relations, the project wants to be, as a single entity, a synthesis of multiple knowledge. Referring back to founding principles of polytechnic education and in line with European Union directives, the School of Architecture Urban Planning Construction Engineering aims to train graduates able to use different disciplines as a single tool, and that take part, responsibly, to transformation projects of physical environment.

1.2 The School is the University structure that supervises the educational activities and that is the connection point of more Departments (the overall framework is described in Annex 2)

1.3 The School provides Study Programmes (CS) of first and second level and single cycle programmes, eventually located in different Regional Campuses that identify themselves as part of the cultural project. In the case that a CS is a collaboration with other Schools, the Academic Senate defines the reference School. The CS list of each School (with all details about the specific reference School, for inter-School CS) is shown in Annex 3. The list will be updated in case of changes of the course catalogue approved by the School Board and the Academic Senate.

1.4 The school uses auxiliary staff assigned by the Director General, after consultation with the Dean, and has available a fund allocated by the Board of Governors.

1.5 The members of the School are:

- the Dean;
- the Board;

- the Joint Committee;
- the Study Programme Boards.

1.6 All elections for positions and representatives in the bodies of the School comply with the general rules contained in Title II of General Regulations (RGA).

Art. 2 – The Dean

2.1 The Dean:

- represents the School inside and outside of Politecnico, he is the authority of the training project and supervises the quality of education provided;
- promotes and coordinates the activities of the School through the School Board, in particular those designed to harmonize the activities of the Study Programme Boards of the School, each other and with the activities of other Schools;
- supervises the educational activities of the School and has, as part of the School, any other function provided by the law, by the Statute, by the General Regulations, if not expressly attributed to other bodies of the School;
- to discuss issues of particular interest for the School, as those provided by Article 26 of the Statute, paragraph 1 letter e), f) and g), he calls the professors for a School Conference, all of those involved in the Study Programme educational training of the School, the Students of Joint Committee and the student representatives of the Study Programme Boards of the School; the minimum annual number of these meetings is set by the General Regulations of the University;
- he adopts, in cases of extraordinary need and urgency, measures pertaining to the Schools Board, with the obligation to immediately submit for ratification in the next meeting following the mentioned adoption.

2.2 The Dean uses administrative and technical staff, for management and administrative activities, made available by the General Management. Within the assigned staff of the School, specific duties and responsibilities will be defined for different operational areas of which the School has competence. The ways to use the available administrative and technical staff in the School are defined by the Dean on the basis of principles and general criteria shared with Director General and with the Manager of the administrative area where the staff works.

2.3 The Dean is elected by the School Board among full professors of first bracket or that chooses to confirm if elected, with teaching duties in one of the Study Programmes of the School and that works in connected Departments in the School. The candidatures are presented and discussed in a joint session of the Study Programme Boards of the School, according to what provided by the General Regulations. The election of the Dean is normed by General Regulations. In case of absence or impediment of the Dean and Deputy, the Dean is replaced by the senior Member of full professors of the School Board.

2.4 The Dean has a mandate of three years, that can be renewed one time.

2.5 The Dean designates a Deputy-Dean, chosen among full professors and appointed by the Rector, that replaces him in all functions in case of impediment, absence and early termination, until the entry in charge of the new elected. The Dean can delegate the carrying out of specific functions to other professors or members of the TA staff assigned to the Presidency.

2.6 The Dean promotes the internationalization of the school, the development of new educational initiatives abroad, exchanges and international collaborations, eventually by designating other professors and staff members.

2.7 The Dean promotes inter-school educational activities and exchange within the University.

Art. 3 -The School Board

3.1 The School Board:

- Coordinates and approves educational Regulations prepared by the Study Programmes;
- Harmonizes and coordinates the issuing of courses;
- Ensures adequate subdivision of subject areas in the study programmes;
- Agrees with Departments on the whole framework for teachings, in line with the cultural and educational project of the School, in accordance with regulation for assignments of educational profiles;
- Gives opinion on call processes for professors of first and second bracket and on calls for researchers;
- Proposes to the Academic Senate changes to the founding project of the School, including establishment and elimination of Study Programmes;
- Proposes to the Academic Senate and to the Board of Governors the School Regulations and its amendments;
- Proposes to the Academic Senate variations of the existing Study Programme educational systems;
- Proposes to the Academic Senate the creation of University Master's courses of Level I and Level II and Specializing Schools of the same cultural and educational Project, by defining the most appropriate organization;
- Examines the problems found by the Assessment Commission, the Joint Committee and the Student Advisor and takes the most appropriate measures;
- Gives its opinion on the rules to access the Study Programmes of the School;
- Coordinates the procedures for final exam in order to obtain the qualification;
- Approves proposals of awarding of *ad honorem* Laurea Magistrale (equivalent to Master of Science).

3.2 The Board consists of the Dean, who chairs it, the Deputy-Dean, the connected Department

Directors of the School (listed in Annex 2) or their delegates, the five students of the Joint Committee, the Coordinators of the Study Programme Boards activated by the School.

3.3 In order to consider valid a meeting, it is necessary the presence of a majority of members with voting rights. Members can also be present in audio or teleconference. In calculation to determine the majority, those with justified absence reasons are not taken into account.

3.4 The function of Secretary for the Meeting Minutes will be conducted by a person designated by the Dean, among the professor members of the Board or among technical and administrative staff employed at the School.

3.5 The Dean reserves the right to invite to the Board sessions, without voting rights, anyone who considers useful for discussion of points on the agenda, including Directors of other Departments involved in education provision. The Dean of the Joint Committee must be considered automatically invited to every meeting of the School.

3.6 The Board may use working committees appointed for development of specific topics.

Art. 4 - The Joint Committee

4.1 The Joint Committee:

- Monitors the provision of training, the quality of teaching and services offered to students;
- Identifies indicators for the evaluation of results;
- Gives opinions on the establishment and elimination of Study Programmes, developing proposals for their improvement.

4.2 The Committee consists of five students and five student representatives. The Dean and Deputy-Dean functions are taken respectively by a professor and a student.

4.3 Professors are appointed by the Dean of the School, upon proposal of the School Board, and they have a three-year renewable mandate. The student part consists of student representatives elected according to what prescribed by the General Regulations of University. The mandate of students that are in the Joint Committee lasts two years, and it can be renewed one time.

4.4 The Joint Committee prepares a periodic report on teaching and all educational services provided to students, which is forwarded to School Board and to the Assessment Commission.

4.5 The activities of the Joint Committee are governed by the General Regulations.

4.6 The Joint Committee can use professors and students elected in the Study Programme Boards of the School as referents for monitoring all educational activities of the School.

Art. 5 – The Study Programme

5.1 The Study Programme (CS) is the first organizational unit to design and manage individual institutional educational programmes. In the School of Architecture Urban Planning Construction Engineering there are the CS listed in Annex 3.

5.2 The Study Programme Board brings together full professors of Politecnico di Milano with courses or teaching modules delivered in the Study Programme and a number of representatives elected by the students, equal to the minimum required by current regulations.

5.3 External professors, that in the Study Programme perform educational activities with private contract, can attend as hearers.

5.4 The Study Programmes belonging to the same School and with the same name or similar names, set up a single Study Programme Board, unless otherwise determined by the Academic Senate.

5.5 The Study Programme Board is chaired by the Dean, defined as Study Programme Coordinator, elected by the Board among its members. They have a three-year mandate, that can be renewed one time.

5.6 The Coordinator works with the Dean of the School to find and confirm, at a School level, the:

- members of Graduation Exam Committee;
- members of Admission/Access Commission to Laurea Magistrale;
- members of International Mobility Commission;
- members of Exam/Scheduled Lesson Commission;

And for each Study Programme:

- members of the review group;
- quality Assurance representative (in case the same Coordinator will not cover this function);

- a Reference professor with function of Vice-Coordinator, chosen among professors with institutional duties in the Study Programme;
- any further reference person for specific activities of the Study Programme.

These representatives are delegated for one academic year and then they can be renewed. In particular, the Study Programme Board:

- establishes and proposes for its School the Educational Regulations of the Study Programmes of the Study Programme Board;
- proposes changes to its School about the System Regulations of the Study Programmes that are under the supervision of the Study Programme Board;
- analyses the consistency of the educational offer with the approved educational Regulations and the effectiveness of courses carried out and takes the necessary corrective actions.

5.7 The Study Programme Board approves through the majority of having right, determined according to what prescribed by the General Regulations.

5.8 For validity of the meetings, please refer to Article 17 of General Regulations.

5.9 One or more Study Programmes of the same School can be included in the Study Programme Board.

For necessary harmonization among the educational programmes offered in different locations and for connection among different levels of training, a single CCS can be established, for CS with the same name or significantly related. A CS belongs to a CCS after approval of the Academic Senate, upon proposal of the School.

5.10 For the inter-School Study Programme Boards, the management rules will be established together with the other Schools participating in the educational project.

Art. 6 - The School Conference

6.1 The School Conference consists of all professors and student Representatives of the Study Programme Boards of the School, and the students of the Joint Committee.

6.2 External professors, that in the Study Programme perform educational activities with private contract, can attend as hearers.

6.3 The School Conference has advisory duties on issues of great interest for the same School, such as educational project, educational planning and teaching evaluation results, including the report of the Joint Committee of the School.

6.4 The minimum number of meetings of the School Conference is set by General Regulations of University.

Art. 7 - Convocation and validity of the bodies of the School

7.1 Convocation and determination of the agenda are part of the Dean's responsibilities.

7.2 The extraordinary meeting of the following bodies can be justifiably requested:

- for the Board by at least 1/4 of the members;
- for the Study Programme Board by at least 1/5 of the members;
- For the Joint Committee by at least 1/2 of the members;
- For the School Conference by at least 1/10 of the members.

7.3 If the requested meeting is not accepted, the President of that body must give notice of that in the first meeting, specifying the reasons for its rejection.

7.4 With the same procedures as mentioned in point 2, before convocation of the meeting, further points can be added to the agenda by the representatives.

7.5 The ordinary convocation must be made available to each person having right in his/her structure, at least 3 (three) working days in advance, excluded Saturday and holidays, according to the academic calendar. In case of urgency, the convocation can be made with a notice at least 24 hours before, even with other means considered appropriate to reach the persons interested. The convocation must have the list of points to be discussed. In exceptional cases, it is possible to add further points to the agenda. Any proposals for amendment of the agenda must be approved by the body during the opening of the meeting.

7.6 Under current regulations are considered valid communications made through telematics or computer mean.

7.7 As far as possible, before the end of a session, the schedule of subsequent sessions is made available.

7.8 Where it is not possible to exhaust the discussion of matters on the agenda, the Dean can adjourn the meeting, by communicating, during the same meeting, the day and time of adjournment.

7.9 The Dean presents, at the beginning of the meetings, the list of people invited to participate, without voting rights, and states the reasons.

Art.8 - Final rules

8.1 These Regulations are approved by the School Board by a total majority of those entitled to vote. After that, it is approved by the Academic Senate and by the Board of Governors and, after the proper procedures, issued by the Rector. It can be issued through the same procedure.

8.2 These Regulations come into force on the day following the issue.

8.3 For adaptation of these Regulations to laws and mandatory standards issued at a later date of its approval, it is required the absolute majority of those entitled to vote.

Art.9 - Transitional and first application rules

9.1 The School Board will ratify any acts and measures taken and not yet ratified of the previous Schools (Architecture and Society, Civil Architecture, Building Engineering-Architecture).

9.2 The School Board can approve any meeting minutes of the Boards of the previous schools, if not yet approved.

Annex 1 - Founding document

SCHOOL OF ARCHITECTURE URBAN PLANNING CONSTRUCTION ENGINEERING OF POLITECNICO DI MILANO CULTURAL AND EDUCATIONAL PROJECT

Reasons and objectives

The new School has as objective the training of competent graduates in the specific field of design and construction, able to responsibly face the problems that reality arises at various levels and on different issues: from building to internal space, from the city to territory, landscape, and cultural heritage. Within these complex relations, the project aims, as a single entity, as a synthesis of multiple knowledge. Referring back to founding principles of polytechnic education and in line with European Union directives, the School of Architecture Urban Planning Construction Engineering aims to train graduates able to use different disciplines as a single tool, and that take part, responsibly, to transformation projects of physical environment.

The School collects, combines and renews the consolidated experiences of the Schools of Architecture and Society, Civil Architecture and Building Engineering-Architecture of Politecnico, combining the contributions of human sciences and arts

with those of the exact and technical sciences. For this aim, the School wants to strengthen the collaboration among the specialized skills available at the University, that constitute the necessary contributions to define a coherent and suitable training process.

The school is established as a place of knowledge production as well as transmission of knowledge, in accordance with the role of cultural anticipation and elaboration that the University wants to represent.

Education and research are proposed as a unity, in order to deal with foundational issues of architecture and engineering and, together, the main commitments of contemporaneity: the territorial coherence and environmental sustainability, as well as economic, social and cultural transformations; the issues of building management; the security and earthquake and hydro-geological risk evaluation in the territories inhabited; the crisis of the city in its consolidated structures and in its civic values; the new issue of housing; the relation between globalization of economic mechanisms and the defence of local identity systems; recognition, protection and enhancement of the historical contexts, of landscape and cultural heritage.

The actual economic crisis of Western world requires parallel different economic strategies on resources and technological innovation. The first thing that arises are the problems related to projects and their implementation in order to comply with social and cultural needs constantly changing; the design and analysis of structures and complex organisms increasingly challenging; the identification of new realization methodology thought for energy efficiency and sustainable use of materials in relation to the environmental impact factors, to process optimization and cost reduction.

Therefore, the education in this field implies the need to nominate a School to become the reference point of a radical change process. It requires important contributions both in terms of definition of new professional roles and in terms of development of deeply innovative processes able to restore competitiveness, but also to define a turning point in terms of quality of the future habitat.

In the Study Programmes of the School, ways to join and connect different types of knowledge are tested. They contribute to design and construction of buildings, of cities, landscapes, infrastructure, planning and management of territory and physical environment, so that individual specialized skills do not prevail according to sectoral point of views, but they are connected to humanistic and technical wealth, to complexity and synthesis that, at the same time, characterizes every project responsibly founded.

The guidelines of training courses come from the awareness about problems of transformation processes; on the other hand, they are inspired by specific cognitive modes and the operational tools that architecture and engineering have defined over time, rearranging their disciplinary traditions through a comparison with current events and promoting new technologies in order to promote the research of the most advanced solutions in professional and productive practice.

The ability to identify the problems, through the specific analytical tools of disciplines that contribute to project elaboration, provides the necessary basis to find appropriate answers.

The relation with reality, in practical and operational terms, is realized by the educational experiences that promote the project creation as something already accomplished, that combines the different levels of reliability required - cultural, disciplinary, technical – and includes theoretical, applicative and experimental aspects.

The School wants to be, ultimately, a critical and proactive observation point on real changes, reaffirming the fundamental role of University, in which the interaction between specific skills and civil responsibility of the graduate finds its expression.

The constitutive process

The new School of Architecture Urban Planning Construction Engineering will be activated starting from 1st January 2016; until that date, the three schools involved in the project will remain in operation and they will give rise to the constituent phase.

The proponents of this document agree on being sure that this phase is open to the widest participation of all colleagues of the study programmes.

Consultations will be held in parallel with the external world in order to implement, in the best possible way, the expectations of the social and economic context to which the graduates will be addressed.

The Headquarter and the Regional Campuses

The School of Architecture Urban Planning Construction Engineering has its headquarter at Leonardo Campus of Politecnico di Milano; in three Regional Campuses of University - Lecco, Mantova and Piacenza - are placed the educational activities that are most important to the specific characterizations of those territories.

Study programmes

The educational proposal of the new School offers a wide number of careers for Laurea (equivalent to Bachelor of Science) and Laurea Magistrale (equivalent to Master of Science) in the field of architecture, urban planning and construction engineering.

The 3-year programmes are those already available in 2014/2015 as inter-school programmes; the Laurea Magistrale programmes will be reviewed and updated

during the constitutional process of the new School, in order to provide to the Degree Programme, starting from first edition, contents in line with the concepts of the new project. The update of the educational projects wants to enhance peculiarities and active relation with the best and most innovative research developed in connected departments.

Programmes of Laurea (equivalent to Bachelor of Science) and 5 year programmes with defined access (in accordance with Directive 2005/36/CE of European Parliament and European Union Council concerning recognition of professional qualifications):

L-17 - Architecture Science:

- **Architecture Design**, in Milano, Mantova and Piacenza Campuses.

LM-4 - 5 year single cycle programme in Architecture and Building-Architecture Engineering:

- **Building-Architecture Engineering**, in Lecco Campus.

Laurea (equivalent to Bachelor of Science):

L-21- Territorial, Urban, Landscape and Environmental Planning Science

- **Urban Planning: City, Environment and Landscape**, in Milano Campus.

L-23 - Building Science and Techniques

- **Engineering and Building and Architecture Techniques**, in Milano Campus.

Laurea Magistrale (equivalent to Master of Science);

LM-4 -Architecture and Building-Architecture Engineering:

- **Architecture** in Milano Leonardo Campus;
- **Architectural Design** in Milano Bovisa and Leonardo Campuses; **Construction**
- **Architecture** in Milano Bovisa and Leonardo Campuses; **Architectural Design and**
- **History (to be established)** in Mantova Campus;
- **Sustainable Architecture and Landscape Design (to be established)** in Piacenza Campus.

LM-48 - Territorial, Urban and Environmental Planning:

- **Urban Planning and Policy Design**, in Milano Campus.

LM-24 - Building System Engineering:

- **Building System Engineering**, in Milano Leonardo Campus;
- **Building Engineering**, in Milano Leonardo Campus and **Architectural Engineering** in Lecco Campus;
- **Management of Built Environment**, in Milano Leonardo Campus.

Post-graduate and permanent training, and placement

The school supports the development of traineeships in compliance with the topics proposed by the update of the European Directive and towards a better integration of graduates into the working world.

In agreement and synergy with connected Departments, the School promotes Masters of 1st and 2nd level that will be dedicated to transmit tools, train on skills and competencies on emerging issues in the world of work.

The School of Architecture Urban Planning Construction Engineering offers a wide number of refresher courses, in-house and as "distance learning", focused on specific topics useful to technical and cultural update of graduates, also in collaboration with the relevant professional bodies.

Internationalisation

The internationalization process started is an essential part to strengthen the profile skills of the architect, of the architect-engineer, of the building engineer, of the expert of building management, of the urban planner and of the territorial planner.

The school promotes inter-cultural integration in order to disseminate polytechnic education in the world, allowing students to train, in the final phase of their career, to better prepare themselves to work in a job market increasingly integrated on a global level.

Therefore, internationalization is a strategic choice that must be confirmed and strengthened, because it is the growing attractiveness and the success of the study programmes.

The school promotes and develops exchange activities and double degree programmes with the most important international universities.

The connected Departments

The School of Architecture Urban Planning Construction Engineering is the connection point of Departments of Architecture and Urban Studies, of Architecture Built Environment and Construction Engineering, of Ingegneria Civile e Ambientale (Civil and Environmental Engineering), and works with all departments involved in educational training of the Study Programmes.

Members of the School

The members of the School are:

- the Dean;
- the Board;
- the Programme Boards;
- the Joint Committee.

The bodies come into operation on 1 January 2016 with the formal establishment of the new

School. The Board is composed by:

- the Dean;
- Directors of the connected Departments and their delegates;
- Student representatives;

- Study Programme Coordinators of the School:

The coordinator of L-17 *Architectural Design*

The coordinator of L-23 *Engineering and Building and Architecture Techniques*

The coordinator of L-21 and of LM-48 *Urban Planning: City, Environment and Landscape; Urban Planning and Policy Design*

The coordinator of LM-4 *Architecture*

The coordinator of LM-4 *Architectural Design and History*

The coordinator of LM-4 *Sustainable Architecture and Landscape Design*

The coordinator of LM-4 *Architectural Design*

The coordinator of LM-4 *Construction Architecture*

The coordinator of LM-4 *Building Engineering - Architecture*

The coordinator of LM-24 *Building System Engineering*

The coordinator of LM-24 *Building and Architectural Engineering*

The coordinator of LM-24 *Management of Built Environment*

Once established, the Board will draw up the Regulations, including possible integrations of the Board according to the organizational needs of the School.

Resources

The resources that the University will allocate to the new School will be divided among the Study Programmes for 80%, on the basis of the same criteria that the University will use to allocate resources among the Schools of the Politecnico; the remaining 20 % to investments and School policies on the basis of decisions of the Board.

The proponents:

Emilio Pizzi, Dean of the School of Building Engineering - Architecture

Angelo Torricelli, Dean of the School of Civil Architecture

Ilaria Valente, Dean of the School of Architecture and Society

Stefano Della Torre, Director of ABC Department

Gabriele Pasqui, Director of DASTU Department

Gianpaolo Rosati, Director of DICA Department

Alessandro Balducci, Pro Vice-Deputy

Annex 2 - Connected departments

- DEPARTMENT OF ARCHITECTURE AND URBAN STUDIES (DASTU)
- DEPARTMENT OF ARCHITECTURE, BUILT ENVIRONMENT AND

CONSTRUCTION ENGINEERING (DABC)

- DEPARTMENT OF INGEGNERIA CIVILE E AMBIENTALE (DICA) - (CIVIL AND ENVIRONMENTAL ENGINEERING)
- DEPARTMENT OF MATHEMATICS (DMAT)

**Annex 3 - Study Programmes provided by the School
(with details of the reference School, in case of inter-School CdS)**

Study Programmes of Laurea (equivalent to Bachelor of Science)

- Architectural Design (CLASS L-17)
- Urban Planning: City Environment Landscape (CLASS L-21)
- Engineering and Building and Architecture Techniques (CLASS L-23)

Study Programmes of 5year single cycle programme

- Building Engineering - Architecture (CLASS LM-4 C.U.)

Study Programmes of Laurea Magistrale (equivalent to Master of Science)

- Architecture (CLASS LM-4)
- Architecture - Architectural Design (CLASS LM-4)
- Architecture - Construction Architecture (CLASS LM-4)
- Architectural Design and History (CLASS LM-4)
- Sustainable Architecture and Landscape Design (CLASS LM-4)
- Building System Engineering (CLASS LM-24)
- Building and Architectural Engineering (*CussE* LM-24)
- Management of Built Environment - Management of Building (CLASS LM-24)*
- Urban Planning and Policy Design (CLASS LM-48)

** Inter-School Study Programme between School of Architecture Urban Planning Construction Engineering (reference school) and School of Industrial and Information Engineering.*