



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

CONS BUS 4821 Section No: P001: Construction Science FALL SEMESTER 2010

I. ACCREDITATION/ASSESSMENT CRITERIA

This course is structured to assist the student meet the following criteria shown in **Table No. 1** as established by the American Council for Construction Education (ACCE) *Standards and Criteria for Accreditation*. To view the entire list, go to the ACCE website, www.acce-hq.org and view the "Accreditation Procedures."

TABLE 1: ACCE CRITERIA

Course Learning Outcomes	Competencies (T, R, I)		
	T Taught	R Reinforced	I Utilized/ Integrated
1. General Education (Communications, social sciences and humanities): The ability to communicate both orally and in writing, and have an understanding of human behavior.	T		
2. Math and Science (Mathematics and Physical Science): The ability to apply the principles of mathematics, statistics and computer science. The understanding of the behavior of materials, equipment and methods used in construction combined with knowledge of physics, chemistry, geology and environmental sciences.		R	
3. Business and Management: The knowledge to effectively manage the principle resources of the industry: people and money. Understanding the fundamentals of the free-enterprise system to include accounting, finance, business regulations, contract law, labor law, and marketing.	T	R	I
4. Construction Science: An understanding of the contribution of the design process. The ability to communicate with the design professionals and participation in the planning phase of design-build projects. The ability to solve practical communication problems.		R	
5. Construction: Involvement and understanding of both office and field activities to include effective management of personnel, materials, equipment, costs and time. The understanding of the contractor's role as a member of a multi-disciplinary team, the assessment of project risk and alternative construction methods (Traditional Design-Bid-Build, Construction Manager and Design-Build).	T	R	I
6. Other:			

II. COURSE EVALUATION METHODS

An outline of the course event and lecture schedule is provided in **Section XIII** of the syllabus. Student progress in meeting the objectives of the class and the final grades for each individual will be determined as indicated in **Table No. 2** and **Table No. 3**. This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Exams: Written tests designed to measure knowledge of presented course material
Exercises: Written assignments designed to supplement and reinforce course material

Projects: Web development assignments designed to measure ability to apply presented course material

Class Participation: Daily attendance and participation in class discussions

The learning objectives are not set up for “curving” or “adjusting” grades on any assignment as it sends a false impression of how well you performed in the class. Please keep this in mind as you decide whether to do an additional opportunity.

TABLE NO. 2

PERFORMANCE MEASURES	POINTS	%	COMMENTS
MID TERM EXAM	3,000	20%	See Class Lecture and Event Schedule
FINAL EXAM	3,000	20%	See Class Lecture and Event Schedule
CLASS PROJECTS	3,000	20%	See Class Lecture and Event Schedule
INVOLVEMENT/ATTENDANCE	6,000	40%	(15 weeks x 2 classes/week x 200 points/class period) =6,000 points
TOTAL GRADE POINTS AVAILABLE	15,000	100%	
POTENTIAL GROWTH GRADE POINTS	400		
ADDITIONAL OPPORTUNITY	500		Extra Credit (Student option/Assigned by Instructor)
MAXIMUM POINTS AVAILABLE	15,900		

TABLE NO. 3

GRADE	%	NECESSARY POINTS
A	100-90 %	13,500 or over
B	89-80%	12,000 to 13,499
C	79-70%	10,500 to 11,999
D	69-60%	9,000 to 10,499
F	59% and below	0 to 8,999

The “Growth Grade” noted in Table 3 is at the sole discretion of the instructor. To receive the 400 points, or greater, the student will be evaluated on 3 areas: 1. Attendance, 2. Performance on Exams and/or class work, and 3. Extra Curricular Efforts (such as compiling a personal, professional reading list and/or a subject matter notebook/electronic folder).

Submission of Assignments:

Formatting Documents:

Microsoft Word is the standard word processing tool used at PVAMU. If you’re using other word processors, be sure to use the “save as” tool and save the document in either the Microsoft Word, Rich-Text, or plain text format.

Exam Policy

Exams should be taken as scheduled. No makeup examinations will be allowed except under documented emergencies (See Student Handbook).

LECTURE/TECHNICAL COURSES:

All exams will be given on the announced date. All students must be present as make-up exams are NOT given unless caused by a university excused absence. It is also understand that emergencies do occur. If a university excused absence or a valid emergency is reported and approved, the make-up exam t must be taken during the next scheduled class period to avoid a penalty. Otherwise, taking the exam after this time will result in an ASSESSED PENALTY COST OF 10% PER DAY FOR EVERY DAY THAT THE EXAM HAS NOT BEEN TAKEN and will continue indefinitely until the exam is taken.

III. INSTRUCTOR’S ATTENDANCE AND PARTICIPATION POLICY

As a student in a professional practice course at Prairie View A&M University you are expected to attend each class. Class attendance is recorded on roll sheets that are circulated to record your name and signature. Since

attendance is critical to the learning objectives and the class discussions, a 200 point involvement grade is awarded for each class period. You start with 100 points for attending each class session under the assumption that you have come to learn. However, to gain an understanding of construction materials and installation methods, you must do more than just show up. Attentiveness is important. For example, showing up for class and then reading the newspaper will cause a deduction from your 100 points. Other things that could cause you to lose points would be sleeping in class, working on other assignments in class, being late, being rude or being disruptive. However, if you are attentive during the lectures and discussions, you will be awarded an additional 40 points for each class. The remaining 60 points per class are earned by action on your part such as diligently taking notes, finding or sharing your thoughts on the subject being discussed, or asking a thoughtful and appropriate question. These points, plus potential bonus points, could also be earned by writing a one-page reaction paper about the class material or finding an insightful article from the newspaper or an architectural magazine. If you are late to class you are subject to losing all or parts of the 60 participation points. Typical deductions for being late are: Up to 5 minutes: 0 points; from 5 to 10 minutes: 20 points; from 10-15 minutes: 40 points; and over 15 minutes: 60 points.

You are not in competition with your fellow classmates for involvement points. Each student can receive 200 points per class session as long as they are legitimately earned. At the end of the semester, the instructor may award a growth grade worth an additional 400 involvement points based upon their overall assessment of your participation, growth and development during the semester. Participation and absences are accumulated beginning with the first day of class on **August 31, 2010**. If you do not come to class, you may assume that you have received zero (0) points for the class period unless you have a university approved excuse in one of the following classifications:

1. Participation in an activity appearing on the University authorized activity list.
2. Death or major illness in a student's immediate family.
3. Illness of a dependent family member.
4. Participation in legal proceedings that requires a student's presence.
5. Religious holy day.
6. Confinement because of illness.
7. Required participation in military duties.

If you miss class for one of these reasons, you must provide a memorandum plus supporting documentation to clear the absence from your record. These documents will be accepted for ONE WEEK AFTER THE ABSENCE HAS OCCURRED. There will be NO exceptions to this rule. This includes student-athletes who are to provide university forms for reporting absences to participate in approved competitions. Emails will not be accepted to clear these absences. After that, the involvement grade stands. If you have another reason other than these seven for being absent, you may submit a memorandum with supporting documentation requesting that the absence be removed from you record for ONE WEEK AFTER THE ABSENCE HAS OCCURRED. There will be NO exceptions to this rule. All requests will be reviewed and approved or disapproved based upon the justification that you provide in your memorandum. While other reasons for being absent are rarely approved; it is understood that you might feel that there is a higher priority that requires you to miss class. In accepting your decision to miss class, you **must** also be willing to accept the instructor's decision to not award you involvement points for the class or classes that are missed. To assist you in recovering lost points, there is an opportunity to earn up to 500 additional points towards your final grade.

IV. PERSONAL CONDUCT

Students and faculty are expected to conduct themselves in ways that support individual learning and the learning of others. To that end members of the classroom community will conduct themselves in a professional and ethical manner to achieve these objectives. Any conduct construed to interfere with the learning opportunities of members of the class may result in the removal of the student from the class for that day. Repeated inappropriate conduct will result in permanent removal from the class.

Based upon the fact that you are preparing for professional employment, you are expected to adhere to the following specific guidelines:

1. During regular class periods all students are expected to dress appropriately in accordance with university regulations so that no disruptions in the learning experience will occur.

2. No hats or caps will be allowed to be worn in the classroom during class sessions. If you elect to wear a hat or cap during the lectures or class discussion, your decision will be respected. However you should also respect the instructor’s decision to not award you daily participation points based upon that decision.
3. Dress Code for Presentations: Professional dress is expected for all design and technical presentations in class. Failure to adhere to the guidelines posted by the instructor will result in a deduction of ten percent (10%) from your final presentation score.
4. No food or drink is allowed in the classroom at any time.
5. Cellular telephones are to be turned off or put on silent ring tone during the class period. Texting is **strictly** prohibited during the class period. No “ear phone” units will be allowed. If your cell phone rings during the lecture or you are texting you are subject to losing all participation point for that class period.
6. Laptops must emit no noise. Make sure your laptop is warmed up and your battery charged before class starts. Checking email, playing a game, messaging and other non-class related activities are not allowed.
7. Harassment of your fellow students of any kind will not be tolerated.
8. No children, friends, family members or guests are allowed in the class without prior approval. Failure to adhere to this rule will result in a “0” for that class period.

V. CONDUCT OF THE CLASS AND CARE OF THE FACILITY

Please note the following rules for the conduct of the class.

1. Class will begin at the appointed time.
2. Class is dismissed when so indicated by the instructor. **Students are expected to be on time and stay** throughout the entire class period. Leaving the classroom before the class is dismissed without prior approval from the instructor will result in a loss of participation for that class.
3. All class members are required to keep the classroom in a clean and orderly manner to **facilitate** the number of students using it each day. Failure to maintain the classroom as requested by the instructor will result in a deduction in participation points for all class members for that date of instruction.
4. Lecture Notes and Handouts will be posted on the university’s “ecourse” program. Handouts distributed during a class period will not be distributed at any other time. It is the student’s responsibility to get a copy from another student or source.
5. Assignments are due at the start of the class session. No late work will be accepted without proper documentation as noted in Section VII.

VI. COURSE OUTLINE: EVENT AND LECTURE SCHEDULE

Single Class Session per Week.

This schedule is subject to change as the semester proceeds in order to cover the most important material in the time allotted. Any revisions will be duly noted and announced in class. All referenced readings are taken from the required text, _____.



Guest lectures



Key Dates



Graduation Applications



Registration/Assembly Dates



Dates for Exams











Dates exam scores will be posted



















Holidays

3. Single Class Session per Week-(Tuesday Night Version) Fall Semester 2010

Week #	Date	Topics and Assignments
ARCH XXXX		COURSE TITLE
PRAIRIE VIEW A&M UNIVERSITY		ADDENDUM
		COURSE SYLLABUS
		4 of 8

Class#		
Week #1 Class #1	August 31, 2010 [Tuesday]	Lecture Segment #1: Introductions: <ul style="list-style-type: none"> Getting to know the instructor and class members. The Course Syllabus: <ul style="list-style-type: none"> Course objectives, assignments, university regulations and grading policies. Assignments: <ul style="list-style-type: none">
	September 3, 2010 [Friday]	UNDERGRADUATE: LATE REGISTRATION/ADD COURSES/CHANGE COURSE SCHEDULE ENDS
	September 4, 2010 [Saturday]	GRADUATE: LATE REGISTRATION/ADD COURSES/CHANGE COURSE SCHEDULE ENDS
Week #2 	September 6, 2009 [Monday]	NOTE! LABOR DAY (UNIVERSITY IS OPEN)
Week #2 Class #2	September 7, 2010 [Tuesday]	Lecture Segment #2: BUSINESS OWNERSHIP Assignments: <ul style="list-style-type: none"> Read: ☺
	September 8, 2010 [Wednesday]	GENERAL STUDENT ASSEMBLY: All students to attend. <i>(Time to be announced.)</i>
Week #3 Class #3	September 14, 2010 [Tuesday]	Lecture Segment #3: COMPANY ORGANIZATION Assignments: CENSUS DATE (12 TH CLASS DAY): COURSE RESERVATIONS CANCELLED FOR NON-PAYMENT NOTE! LAST DAY TO WITHDRAW FROM COURSE WITHOUT RECORD
	September 15, 2010 [Wednesday]	NOTE! WITHDRAWAL FROM COURSES "WITH RECORD" (W) BEGINS
Week #4 Class #4	September 21, 2010 [Tuesday]	Lecture Segment #4: DRAWINGS & SPECIFICATIONS Assignments:
	September 24, 2010 [Friday]	20TH CLASS DAY
Week #5 Class #5	September 28, 2010 [Tuesday]	Lecture Segment #5: BIDDING & COST ESTIMATING
Week #6 Class #6	October 5, 2010 [Tuesday]	Lecture Segment #6: CONTRACTS Assignments:
		
Week #7 Class #7	October 12, 2010 [Tuesday]	Lecture Segment #7: REVIEW Assignments:
Week #8 Class #8	October 19, 2010 [Tuesday]	Lecture Segment #8: Assignments: <ul style="list-style-type: none"> MID-TERM EXAM
	October 21-23, 2010	
Week #9 Class #9	October 26, 2010 [Tuesday]	Lecture Segment #9: LECTURER Assignments:

 MID-TERM EXAM GRADES DUE		
Week #10 Class #10	November 2, 2010 [Tuesday]	Lecture Segment #10: INSURANCE Assignments: ▪ Read: 
Week # 10 	November 5, 2010 [Friday]	NOTE! SPRING 2011 GRADUATION APPLICATION DEADLINE There will be NO exceptions to this deadline.
Week #11 	November 8, 2010 [Monday]	NOTE! WITHDRAW FROM COURSE "WITH RECORD ("W") ENDS.
Week #11 Class #11 	November 9, 2010 [Tuesday]	Lecture Segment #11: BUSINESS METHODS
Week #12 Class #12 	November 16, 2010 [Tuesday]	Lecture Segment #12: MARKETING Assignments: RESUMES NOTE! PRIORITY REGISTRATION BEGINS FOR SPRING 2011 SEMESTER.
		
Week #13 Class #13	November 23 2010 [Tuesday]	Lecture Segment #13: PROJECT MANAGEMENT Assignments: ▪ Read: 
Week #13 Class #26 	November 25-27, 2009 [Thursday-Saturday]	NOTE! THANKSGIVING DAY (UNIVERSITY CLOSED)
Week #14 Class #14 	November 30, 2010 [Tuesday]	Lecture Segment #14: REVIEW
Week #15 Class #15 	December 7, 2010 [Tuesday]	Lecture Segment #15: Class Review Day/Final Day of Class Last Class Day for Spring Semester and Course Review Day. Classes must convene and instructors will prepare students for Final Exams. ALL STUDENTS MUST BE PRESENT! FINAL EXAM NOTE! LAST DAY TO WITHDRAW FROM THE UNIVERISTY (ALL COURSES) FOR FALL 2010 SEMESTER.
Week#15 	December 8-9, 2010 [Wednesday-Thursday]	STUDY DAYS FOR FINAL EXAMS
	December 10-15, 2010 [Friday-Wednesday]	FINAL EXAMINATION PERIOD
	December 15, 2010 [Wednesday]	FINAL GRADES DUE FOR GRADUATING CANDIDATES
	December 18, 2010 [Saturday]	COMMENCEMENT
	December 21, 2010 [Tuesday]	FINAL GRADES DUE FOR ALL STUDENTS

In order to assure that you have read over this entire document you are required to sign the Statement of Agreement on the final page of the syllabus and return it at the start of second class period. This will be our contract that you have read over the entire syllabus and that you understand what is expected of you in this class.

SOA HB 2504 TEMPLATE Part 2

STATEMENT OF AGREEMENT

I have read the Course Syllabus and Addendum for **CONS BUS 4821** for the Fall Semester 2010, including the Class Lecture and Event Schedule, and agree to abide by the conditions for the class as spelled out in this document. My signature indicates my personal commitment to meeting the course objectives and succeeding in this educational endeavor.

Signature-Student

Student name (Please print neatly)

Student ID #

Date

Signature-Instructor

Instructors name

Date

RETURN THIS PAGE FROM THE SYLLABUS TO THE INSTRUCTOR TO COMPLETE YOUR ENROLLMENT IN THIS COURSE.

RECEIVED WITH STUDENT'S SIGNATURE: _____

ENTERED INTO GRADE BOOK: _____