

COLLEGE OF SCIENCES & ENGINEERING TECHNOLOGY
ENGINEERING TECHNOLOGY DEPARTMENT
COURSE SYLLABUS
ETCM 4330 / SECTION 01/ CRS 20367
CONSTRUCTION MGT & PROCEDURES
3 Credit Hours
SPRING 2018

LOCATION: WESTMORELAND ENGINEERING TECHNOLOGY LABORATORY (WETL), ROOM 101
MEETING TIME: LECTURE TIME: TUESDAY & THURSDAY 8:00AM – 9:20AM
INSTRUCTOR: KEITH L. COOGLER
OFFICE: WETL, ROOM 105
CONTACT: OFFICE PHONE: 936.294.1203
FAX: 936.294.1193
E-MAIL: ith_klc@shsu.edu
Office Hours: Posted on bulletin board in foyer of WETL building and at WETL Room 105

COURSE DESCRIPTION:

This course provides a general knowledge of construction application as it relates to site preparation, foundation, concrete, wood, and metal construction methods. Emphasis will be placed on the responsibility of general and specialty contractor. Students will be taught cost estimation and procedures for bidding.

COURSE OBJECTIVES/ FORMAT:

After completion of the course, the student will be able to demonstrate knowledge in the following areas:

- Site evaluation, selection and preparation including soil compaction and finishing.
- Excavation and moving of soils
- The principles and procedures of lifting equipment
- Use and handling of concrete paving, foundation and structural applications, and form design.
- The principles and procedures of steel construction.
- Masonry construction, both structural and veneer applications.
- Bid preparation, contract awarding, subcontracts and contract administration.

The course will consist of primarily of lecture and work sessions using Excel. If possible, visiting or observing “hands-on” soil testing, earthmoving equipment/techniques, foundations, concrete construction, wood construction, and metal construction field experiences may be provided.

TEXTBOOK:

Nunnally, S. W. (2011). **Construction Methods and Management**. (8th Ed.)
Pearson-Prentice Hall; Upper Saddle River, NJ.
ISBN: 9780135000793

EXPECTATIONS:

ATTENDANCE has a major influence on participation, project assignments, and presentation. An absence affects all three grading criteria. If a student is absent, they cannot participate. If a student is absent, they cannot exhibit their work. Any assignment not returned by the required time will not be accepted and will not receive attendance for that session.

Every student is expected to be present and **on time** for every class (both lecture and online). Punctual students are normally annoyed by the disruption of those who continually walk into class late. You are tardy whether you come in late or leave early. I will take roll at the beginning of each class session. If **YOU** (the student) do not sign in, **YOU** will be acknowledging your absence.

Accumulate eight (9) hours absence and your grade will drop by a letter, twelve (12) hours and it drops by two (2) letters.

In case you are absent, whether excused or unexcused, you are still responsible for the material covered. ***I will feel obligated to disseminate material and instructions one time only.*** If you are absent or late, the responsibility for obtaining handouts and information is incumbent on you. You would be wise to establish relationships with fellow students for assuring that you remain well-informed and that you are adequately prepared for exams.

Should it become necessary to be absent, please inform the instructor or leave message with the department secretary – Technology program.

936-294-1191

COURSE EVALUATION:

A **minimum** of three examinations (tests) will be given to determine mastery of course content. Exams will constitute 30% of the total grade while chapter quizzes will be worth 20%. Participation in classroom discussions and participation in outside sessions is worth 20 %. Workbook assignments are worth 30% and represents group and individual projects.

Each unit of study consists of chapter quizzes, workbook assignments, and exams. Missed work or exams may be submitted or made-up when an excused absence is granted. Grading shall be according to the following:

A minimum of three exams will be given to determine mastery of course content. Participation in classroom discussions and outside exercises is expected (see EXPECTATIONS). Missed work or exams may be submitted or made-up when an excused absence is granted.

Grading shall be according to the following:

Participation (includes attendance)	20%
Workbook and outside (and online) assignments	30%
Chapter Quizzes	20%
Exams	30%
Total	100%

Course letter grades will be assigned according to the following:

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59

ACADEMIC HONESTY:

The University expects all students to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

TELEPHONES AND TEXT MESSAGERS IN THE CLASSROOM:

The use of electronic devices that perform the function of a telephone or text messagers during class-time is prohibited with exceptions: 1) arrangements for handling potential personal emergency situations may be granted at the discretion of the instructor, 2) under campus emergency situations these devices may be used. Failure to comply with the instructor's policy could result in expulsion from the classroom or with multiple offenses, failure of the course.

Any use of a telephone or text messagers or any device that performs these functions during a test period is prohibited. These devices should not be present during a test or should be stored securely in such a way that they cannot be seen or used by the student. Even the visible presence of such a device during the test period will result in a zero for that test. Use of these devices during a test is considered de facto evidence of cheating and could result in a charge of academic dishonesty (see student code of conduct <http://www.shsu.edu/students/guide/StudentGuidelines2010-2012.pdf#page=29>).

USE OF TOBACCO AND TOBACCO PRODUCTS:

Sam Houston State University is a tobacco free campus and all tobacco products are prohibited in all buildings and outdoor public areas on campus.

CLASSROOM RULES AND CONDUCT:

Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Cellular telephones and pagers must be turned off before class begins. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.

VISITORS IN THE CLASSROOM:

Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom. Students wishing to audit a class must apply to do so through the Registrar's Office.

DISABILITY STATEMENT:

It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic or Student Life program or activity. Disabled students may request help with academically related problems stemming from individual disabilities from their instructors, school/department chair, or by contacting the Chair of the Committee for Continuing Assistance for Disabled Students and Director of the Counseling Center, Lee Drain Annex, or by calling (936) 294-1720.

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS POLICY:

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). This request must be made in the first fifteen days of the semester or the first seven days of a summer session in which the absence(s) will occur. The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed.

INSTRUCTOR EVALUATIONS:

All students are asked to complete a course / instructor evaluation near the end of the semester.

COURSE CONTENT / OUTLINE:

- I. Earth-moving materials and operations
- II. Excavating and lifting
- III. Compacting and finishing
- IV. Rock excavation
- V. Paving
- VI. Foundations
- VII. Concrete construction
- VIII. Wood Construction
- IX. Steel construction
- X. Masonry construction
- XI. Construction management

The above schedule, policies, and assignments in this course are subject to change in the event of extenuating circumstances or by mutual agreement between the instructor and the students.