

**Construction Management Department
California State University, Chico**

**CMGT 100 – Concepts of Construction
Course Syllabus**

A. Prerequisites:

None

B. Meeting Time & Location:

CMGT 100-01	Class #3042	Tue/Thur	3:30PM – 4:45PM	Plumas, Room 201
CMGT 100-02	Class #3092	Tue/Thur	12:30PM – 1:45PM	Plumas, Room 102

C. Instructor:

Patrick Brittle pbrittle@csuchico.edu
Office Hours: Monday & Wednesday: 1:00PM – 3:00PM, Tuesday 11:00AM – 12:00PM and By Appointment
Office Location: O’Connell Technology Center, Room 328
Cell Phone: 925-323-2359

D. Catalog Description:

Coursework introduces fundamental construction management concepts including the roles and responsibilities of project stakeholders, project delivery systems, contract types, estimating, scheduling, safety quality control, cost management, trade coordination and documentation of the work.

E. Course Learning Outcomes (CLO):

Upon successful completion of this course, the student will:

1. Remember common construction specific vocabulary terms.
2. Understand the life cycle of a construction project, including the conception and design, construction, and completion / turnover of the project.
3. Understand the basic forms of written communication used in the construction industry **(Introduce: SLO 1)**
4. Remember the most basic project players and their roles using various project delivery systems. **(Introduce: SLO 9 & SLO 12)**
5. Understand the basic functions of multiple project control processes. **(Introduction: SLO 16).**
6. Become familiar with how the industry handles:
 - a. Project safety planning. **(Introduce: SLO 3)**
 - b. Project estimating **(Introduce: SLO 4)**
 - c. Project scheduling. **(Introduce: SLO 5)**
 - d. Ethical decision making. **(Introduce: SLO 6)**
 - e. Cost control **(Introduce: SLO 14)**
 - f. Quality Assurance / Quality Control **(Introduce: SLO 15)**
 - g. Major mandatory legislative regulation. **(Introduce: SLO 17)**

Student Learning Outcomes (SLO):

The American Council for Construction Education (ACCE) prescribes 20 Student Learning Outcomes (SLO) as Educational Objectives for an undergraduate degree program in Construction Management. For a list of these 20 SLOs visit the Chico State Department of Construction Managements website www.csuchico.edu/cm and the SLO link under ACCE Accreditation drop down menu.

The following SLOs are supported by this course in the form of I=Introduction, R=Reinforced, or DA-Direct Assessment:

- SLO 1 – Create written communications appropriate to the construction discipline (I).
- SLO 3 – Create a construction project safety plan (I).
- SLO 4 – Create construction project cost estimate (I)
- SLO 5 – Create construction project schedules (I).
- SLO 6 – Analyze professional decisions based on ethical principles (I).
- SLO 9 – Apply construction management skills as an effective member of a multi-disciplinary team (I).
- SLO 12 – Understand different methods of project delivery and the roles and responsibilities of all constituencies involved in the design and construction process (I).
- SLO 14 – Understand construction accounting and cost control (I).
- SLO 15 – Understand construction quality assurance and control
- SLO 16 – Understand construction project control processes (I).
- SLO 17 – Understand the legal implications of contract, common, and regulatory law to manage a construction project (I).

ACCE Direct Assessment Mapping:

<u>SLO</u>	<u>CLO</u>	<u>Assessment Type</u>	<u>Week</u>	<u>Target</u>
There are no direct assessments performed in the course				

F. Course Resource Materials Requirements:

Textbook: The textbook for the course is provided to students free of charge via the course Blackboard page.

Laptop Computer: A computer will be required for assigned activity work. There are no university provided computers in classroom. **Bring your laptop to class every day.**

G. Course Requirements:

Conduct

I believe that students are adults and you will be treated and respected as such. Simply put, this means that you will be held accountable for your actions, decisions, and the consequences. I expect each of you to conduct yourself in a professional and mature manner, showing courtesy and respect for fellow students and the instructor. Please review the Universities Disruptive Behavior policy under section M of this document.

Advisory Note!

- **During class time any disruptive or annoying behavior, outbursts, unbecoming language, or personal visiting during discussion time will result in you being asked to leave and forfeit that day's participation points.**
- **Your personal agenda must be set aside during class time for the greater good of all your classmates.**

Honesty in the Classroom

You are expected to be familiar with the University's policy on academic integrity. As such, there will be no tolerance for dishonesty, sharing of work, and especially copied work. Ethical standards as established by the university will be strictly upheld (see THE UNIVERSITY CATALOG).

Tobacco Products

The use of any type of tobacco product (smokeless, chewable or otherwise) is not permitted in any building at California State University, Chico. If you chew tobacco products, please refrain during class time.

Electronic Devices

The use of pagers, phones, MP3 players and other electronic devices (excluding laptops) is not permitted in class. If you must take a call (work or emergency), please EXIT the classroom before answering the call.

Withdrawal from Class

Please refer to the Academic Calendar Deadlines as published in the University Catalog.

Professional Work

As a student looking towards gaining an internship within the construction industry, [*it is expected that your completed work will be professional in presentation.*](#) Consider this course as practice in presenting professional quality industry work to your future employer.

H. Instructional Methods:

This course is designed around the following methods to support student learning and comprehension:

1. Class discussions and assigned readings.
2. Activities are assigned for students complete outside of class and are designed to reinforce the students' learning of the course content.
3. Quizzes will be issued to recap content discussed in class, as well as the course readings.

I. Assignments:

Out of class work will be assigned. [*Completed assignments will be collected at the beginning of class;*](#) please bring your work pre-printed to class for submission.

Advisory Note!

- **Assignments will be collected at the beginning of class and any submission after the class has started will be considered "LATE" and will be docked 15% of the available points.**

- **Assignments will not be accepted after the class period unless the student has an excusable reason and has notified the instructor prior to the start of class regarding their excusable circumstance.**
- **Assignments must be professionally done. If multiple pages, have them stapled (not loose, folded together (dog-eared) or paper clipped) and documents are not be wrinkled, stained, torn, etc. Points will be deducted for assignments turned in with any of these characteristics.**

Readings

Readings are noted in the course calendar. Associated with each assigned Reading are questions to answer as part of that reading, which are referred to as Reading Guides (RG). These Readings and associated Reading Guides facilitate your comprehension of discussion materials.

Activities

There will be regular activities assigned to reinforce your understanding of the current classroom discussion material and begin to familiarize yourself with the construction industry.

Group Work

As it relates to take home assignments, you are encourage to study and work in groups, however all submitted work must be your own original work.

J. Assessments:

Assessments are the basis of determining your ability to create, analyze, apply, and understand the Course Learning Outcomes (CLO) and Student Learning Outcomes (SLO) provided by ACCE. Instructional target goals have been established (as noted above) and the results of the assessment in these areas will be used to determine the success of the student and instructor for this course.

Quizzes

Quizzes will be given based upon the assigned course content and the Reading Guides. Quizzes will be given in class as posted in the course calendar.

Advisory Note!

- **There will be NO make-up quizzes, unless prior arrangements have been made. If you forget to come to class and take the quiz, do not come to me after the fact.**
- **It is your responsibility to remember where there is an in-class quiz. Quiz dates are listed in the course work calendar posted on the course Blackboard page.**

Exams

There will be a total of three exams, consisting of two throughout the semester and one final exam. The final exam will have overall coursework objectives, with some content being carried over from Exams 1 & 2. Normally there will not be a make-up for anyone missing an exam. *If a student is unable to take an exam due to an emergency or illness, or is entitled to special dispensation the instructor should be notified in advance. Non-excused absences will yield a score of zero.* No makeup exams will be given, except for a serious and compelling reason as outlined by the University Catalog.

Participation, Attitude, and Attendance

Learning is an active process and just being in class does not necessarily correlate to the quality of learning taking place. For this reason, a combination of sign-in sheets and participation activities issued during class, to be turned in at the end of class, will serve as your course participation.

Advisory Note!

- **On certain class days there will be some sort of participation activity, which will contribute to your course participation grade.**
- **These participation activities will be graded based on completeness and correctness.**
- **These participation activities are not able to be made up if you miss a particular class period unless you have a legitimate reason for missing class.**
- **If you believe you have a legitimate reason to miss a particular class, please contact me as soon as you are aware of the conflict and we can discuss the best way to move forward given your particular situation.**

K. Grading/Evaluation:

All point totals shown are approximate and subject to revision during the course semester. **The point structure of this course is weighted so not all points considered equal.** The distribution of point weighting is as follows:

<u>Evaluation Criteria</u>	<u>Points</u>	<u>Weighted % of Final Grade</u>	<u>Category Weighting</u>
<u>Activities & Reading Guides</u>			42%
(7) – Activities (#'s 1,2,3,5,6,7 & 8)	20pts / each	18.5%	
(1) – Jumbo Activity (# 4)	100 pts	13.2%	
(16) – Reading Guides	80 pts	10.3%	
<u>Quizzes and Class Participation</u>			18%
(8) Quizzes	10pts / each	10.6%	
Participation	56 points	7.4%	
<u>Exams</u>			40%
Exam 1	100 points	13.3%	
Exam 2	100 points	13.3%	
Final Exam	100 points	13.3%	

All point totals shown are approximate and subject to revision during the course of the semester.

Grades are generally assigned by the following distribution, although the professor reserves the right to modify the distribution.

A	=	94 -100% (Exceptional)	C+	=	77 – 79% (Above Average)
A-	=	90 – 93% (Excellent)	C	=	70 – 76% (Average)
B+	=	87 – 89% (Very Good)	D	=	60 – 69% (Inadequate)
B	=	83 – 86% (Good)	F	=	< 60% (Failing)
B-	=	80 – 82% (Adequate)			

L. Topical Outline:

Refer to the course work calendar posted on Blackboard Learn.

M. University Policies and Campus Resources:

Disruptive Behavior

Students are required to adhere to the behavior standards articulated in the Campus Policies and Code of Student Conduct, and to refrain from disrupting classes and other academic settings. "Disruptive behavior" means conduct that materially and substantially interferes with or obstructs the teaching or learning process in the context of a classroom or educational setting. Disruptive behavior includes conduct that distracts or intimidates others in a manner that interferes with instructional activities, fails to adhere to an instructor's appropriate classroom rules or instructions, or interferes with the normal operations of the University.

Disruption in the classroom may include:

- Persistent speaking without permission.
- Side conversations.
- Excessive talking.
- Engaging in activities not related to the class, or other overt inattentiveness including but not limited to sleeping, talking to others, doing work for another class, checking e-mail, and exploring the Internet.
- Ringing cell phones or using a cell phone.
- Using mobile devices or laptop computers in the classroom for non-course related purposes.
- Eating/drinking in class without permission.
- Monopolizing class discussion and refusing to defer to instructor, or listen to others; persisting when the instructor has indicated that the student's remarks are off topic and it is time to move on.
- Chronically entering late/leaving early, moving about the classroom when not appropriate for the classroom activity.
- Filming, photographing, or taping the class without the instructor's prior permission.
- Disputing authority or arguing with faculty and other students.
- Yelling, arguing, swearing, bullying, or other harassing or intimidating behavior.
- Inappropriate, disrespectful, or uncivil responses to the comments, opinions, presentations, etc. of others in the classroom.
- Physically or verbally abusive conduct.
- Failure to adhere to the instructor's rules or instructions.
- Vulgar or obscene language, slurs or other forms of intimidation.
- Threats of any kind.
- Improper use of equipment, materials or resources.
- Destruction of property.
- Coming to class under the influence of alcohol or another controlled substance.
- Bringing individuals to class who are not enrolled, including infants/children.
- Any behavior that puts the health or safety of the instructor or other students in the classroom in jeopardy.

Academic integrity

Students are expected to be familiar with the University's Academic Integrity Policy and the University's policy on academic honesty. I take this issue very seriously, and will not tolerate any form of dishonesty such as plagiarism or cheating. Your own commitment to learning, as evidenced by your enrollment at California State University, Chico, and the University's Academic Integrity Policy requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the Office of [Student Judicial Affairs](#). The policy on [academic integrity](#) and other resources related to student conduct can be found at the Student Judicial Affairs website.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. The policy for Disability access and Compliance are found [here](#).

Special accommodations for exams require ample notice to the testing office and must be submitted to the instructor well in advance of the exam date.

Disability Services

Any student who feels s/he may need an accommodation based on the impact of a disability should contact me privately to discuss your specific needs. Students with disabilities requesting accommodations must register with the [ARC Office](#) (Accessibility Resource Center) to establish a record of their disability.

Student Learning Center

The mission of the [Student Learning Center](#) (SLC) is to provide services that will assist CSU, Chico students to become independent learners. The SLC prepares and supports students in their college course work by offering a variety of programs and resources to meet student needs. The SLC facilitates the academic transition and retention of students from high schools and community colleges by providing study strategy information, content subject tutoring, and supplemental instruction. The University Writing Center has been combined with the Student Learning Center.

N. Other:

Title IX: Confidentiality and Mandatory Reporting

As an instructor, one of my responsibilities is to help create a safe learning environment on our