

**Construction Management Department
CHICO STATE UNIVERSITY**

**CMGT 462 – CONSTRUCTION CONTRACTS
Course Syllabus**

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A. Prerequisites

CMGT 460 –Legal Aspects of Construction; will be accepted as Co-requisite IF student is in their final year.

The student should review and be competent and proficient in these subjects:

- MS Office (Word & Excel),
- financial and managerial accounting,
- legal aspects (business law & construction contracts),
- construction trade crafts.

B. Meeting Time & Location

CMGT 462 Reg #3126 TUE & THU 12:30-1:45 PM LANG 204

C. Instructor

Prof. Rovane Younger

ryounger@csuchico.edu

Office Hours:

TUE Immediately following Class, in LANG 204 or 100

or by Appointment, When requesting an appointment **provide the days and times** that an appointment would work for you

Office Location:

See above

Office Phone:

530-898-5216

D. Catalog Description

This course reviews and analyzes, from the contractor's aspect, current contracting systems and documents utilized for construction contracts with particular attention to the recently (April 2012) released versions of the construction agreements published by the ConsensusDocs Coalition, an organization of 38 leading construction industry organizations. The course also examines the construction systems and documents employed for Caltrans projects, including the High-Speed Rail project. The course reviews and analyzes the US Department of Labor Laws and the California Labor Code as these laws pertain to construction labor contracts, employment regulation, workers' compensation, and safety. 3 hours lecture. (021409)

E. Course Learning Outcomes (CLO)

Upon successful completion of this course, the student will:

1. Understand Ethical principles. **(Reinforce: ACCE SLO #6).**
2. Understand United States Organized Labor History.
3. Understand Multi-Employer / Labor Union Contracts
4. Understand organization of and primary Federal and CA State Labor Laws **(Assess: ACCE SLO #17).**
5. Create written communications: Contract and Regulation Requirements. **(Reinforce: ACCE SLO #1).**
6. Understand and Analyze Federal, California State, and Private entity Project Contracts, Subcontracts, and Purchase Orders. **(Assess: ACCE 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 (R).
- SLO 6 – Analyze professional decisions based on ethical principles. (R)
- SLO 17 – Understand the legal implications of contract, common, and regulatory law to manage a construction project. (DA)

ACCE Direct Assessment Mapping:

<u>SLO</u>	<u>CLO</u>	<u>Assessment Type</u>	<u>Week</u>	<u>Target</u>
6	1	Direct Assessment	3	70% will earn “70%” or better
17	2, 3, 4, 6	Direct Assessment	TBD	70% will earn “70%” or better

F. Course Resource Materials Requirements

Textbook: There is no required textbook for this class. Reading material will be presented or referenced for the student, as required, via Bbl, shareware, or emailed directly.

Course Pack: Will be provided as needed. (see above)

Laptop Computer: Printing is provided in LANG 108, 200, and OCNL 127, 131 for CM Majors use check those room schedules for availability.

Advisory Note!

As you know most of the Construction Enterprise softwares do not work on Mac based computer operating systems. You will be responsible to have a PC based laptop or install a windows operating system on your Mac computer (dual boot environment only!). See the "Use of Laptops" section of Blackboard Learn (BbL) for further information.

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 of presenting material to the student:

1. Assigned materials and readings are to be read prior to attending class. Class discussions will be to understand, and analyze the subject, and content of the assignments. Your knowledge base, retention, and understanding of assigned readings will be assessed from submitted material, quizzes, and exams both done in class and online Bbl assessments.
2. Subjects and Topics will be introduced normally in the first class in the week (finished outside of class time as necessary). Assignments are designed to develop and reinforce the students understanding the history, functions, processes used in the construction contracting industry.
3. Quizzes designed to expand one's construction vocabulary, comprehension of discussion material, and assigned readings.

I. Assignments

Attendance at topic introduction classes will normally documented by signed attendance sheets. Attendance is required at topic introduction and discussions unless prior approval by the Professor is granted.

Assignments will involve the analysis of public works, and contractor trade association project contracts as well as construction trade labor contracts. Assignments will also include the understanding and use of labor payroll regulations. Assignments are to be kept in a 1" thick loose-leaf binder for ease of use in evaluation/grading. A table of contents for the Construction Contracts binder is required.

Assignments turned in late will not be graded unless there are extenuating circumstances beyond the student's control. If a problem can be anticipated, it should be brought to the Professor's attention in advance.

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.

Formats and methods provided must be used and the degree and thoroughness in complying with these formats will be a major determinant of the student's lab assignment grade. Additional methods and formats may be submitted and may receive additional credit depending upon their quality and thoroughness.

It is your responsibility for turning in and verifying that the Professor received the assignment.

You will be allowed ONE "Mulligan" that may be used on any ONE activity assignment. This means that for any reason you may turn in this ONE assignment UP TO 24 HOURS AFTER THE ORIGINAL DUE DATE. The ONLY criteria is that you email the Professor PRIOR to the original due date to notify, FOR THE RECORD, that you will be taking your "Mulligan" on a particular assignment.

Advisory Note!

There will be NO class time available for printing assignments at the beginning of class. Assignments will be collected at the beginning of class and any submission during class time will be considered tardy and will be docked 10% of the available points. All other submission are considered late and will not be accepted for credit, unless prior arrangements have been made. Assignments will be graded and returned within one week to assist the student in the learning process.

Readings

Readings are noted in the course calendar. Have the required reading completed prior to class, as this will facilitate your participation and learning during the discussion of the subject. Not being prepared may precipitate class entry quizzes.

Activities

There will be group activities assigned to reinforce your understanding of the current classroom discussion material. These activities are intended to build your understanding and skills in developing contracts and control systems as well as common industry nomenclature.

Group Work

You are encouraged to study and work in groups, however all submitted work must be your own original work.

Course Work Binder

You will be required to keep all course work in a tabbed binder (provided). Your project binder will be graded periodically and is a requirement for successful completion of the course.

J. Assessments

Assessments are the basis of evaluating your success to understand, apply, analyze, and create the Student Learning Outcomes (SLO) and Course Learning Outcomes (CLO). 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 the course.

Quizzes

Quizzes are normally 10 or fewer questions and will be based upon class discussions, assigned readings, and construction terms presented. Quizzes will be given as posted in the course calendar. Quizzes will normally be via BbL. Quizzes and Exams will have time restrictions. Quizzes and Exams will normally be open book and open note, HOWEVER DO NOT expect to have time to do original research for the answers during the time allowed for the quiz.

Advisory Note!

There will be NO make-up quizzes, unless prior arrangements have been made. It is your responsibility to remember that a quiz is due. Quiz dates will normally be listed in the course work calendar or announced.

Exams

An Exam will be determined by the quality of lab assignments and subject/topic quizzes. The final exam will have overall coursework objectives and comprehensive questions. 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 and in any event as soon as practical.* Non-excused absences will yield a score of zero. No makeup exams will be given, except for serious and compelling reasons as outlined by the University.

Participation, Attitude, and Attendance

A portion of your course grade will be based on participation, attitude and attendance.

Advisory Note!

Attendance/Participation is documented at the END of each class, this is a major consideration in determining your participation points. It's your responsibility to "sign out" at

the end of each class period. Please remind me if the roll sheet has not been distributed by the end class.

K. Grading/Evaluation

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

Outstanding work (that achieving over 90% of available points) will receive an "A" grade.

Achieving 60% of the course total possible score is the minimum requirement to pass the course;

Work achieving 60%-69% of the possible score is the minimal accepted work, or "D" level grade.

Evaluation Criteria

Quizzes, Course Binder, Participation

Assessments (Quizzes & Exams)

Activities

Weighting

30%

40%

30%

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

A = 92 -100% (Exceptional)

A- = 90 – 92% (Excellent)

B+ = 87 – 89% (Very Good)

B = 83 – 86% (Good)

B- = 80 – 82% (Adequate)

C+ = 77 – 79% (Above Average)

C = 73 – 76% (Average)

C- = 70 – 72% (Below Average)

D = 60 – 69% (Inadequate)

F = < 60% (Failing)

L. Topical Outline

Refer to the course work calendar provided and posted on Blackboard Learn.

M. University Policies and Campus Resources

Academic integrity

Students are expected to be familiar with the University's Academic Policies and Regulations. Be familiar with 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.

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. Students with disabilities requesting accommodations must register with the Accessibility Resource Center (SSC 170) to establish a record of their disability.

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.

Student Computing

Computer labs for student use are available <http://www.csuchico.edu/stcp> located on the 1st floor of the Merriam Library Rm 116 and 450, Tehama Hall Rm.131 and the BMU Rm 301.

Student Services

Student services are designed to assist students in the development of their full academic potential and to motivate them to become self-directed learners. Students can find support for services such as skills assessment, individual or group tutorials, subject advising, learning assistance, summer academic preparation and basic skills development. Student services information can be found at: <http://www.csuchico.edu/5.-studentservices.html>.

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. Please also contact the Disability Support Services office to coordinate reasonable accommodations for students with documented disabilities. Accessibility Resource Center (ARC) (SSC 170): <http://www.csuchico.edu/arc/>.

Student Learning Center

The mission of the Student Learning Center (SLC) (SSC 340) 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 by providing study strategy information, content subject tutoring, and supplemental instruction. The SLC is online at <http://www.csuchico.edu/slc/>.

Abbreviations:

BbL Blackboard Learn
TBD To Be Determined

N. Other

Title IX: Confidentiality and Mandatory Reporting

As a Chico State instructor, one of my responsibilities is to help create a safe learning environment for Chico State students. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. **However, I am required to share information regarding sexual misconduct with the University.**

Students may speak to someone confidentially by contacting the Counseling and Wellness Center (898-6345) or Safe Place (898-3030). Information about campus reporting obligations and other Title IX related resources are available here: <http://www.csuchico.edu/title-ix>.