

MEMORANDUM FOR STUDENTS ENROLLED IN CMGT 2302

SUBJECT: CMGT 2302 INTRO TO CONSTRUCTION MANAGEMENT

*Course Specific Policies*

1. CMGT 2302 INTRO TO CONSTRUCTION MANAGEMENT

Class Time: Section 1 Tues & Thur 9:30 a.m. – 10:50 a.m.

ROOM: RBN 3041

Section 2 Mon & Wen 4:05 to 5:30 PM

ROOM: RBS 1031

ROOM: A216 (HEC)

2. Instructor: Joe Boylan

Office: Ratliff Building South 1037

Office Phone: (903) 565-5884

Email: jboylan@uttyler.edu

3. Welcome to CMGT 2302 – Intro to Construction Management. In this course we will explore why being a construction leader managing projects is a profession and why you are working to get a degree as a professional in a highly skilled industry and you are becoming part of a large professional organization in a trust relationship with society. We will look at the characteristics of the construction industry, types of construction companies, people involved in a project, their responsibilities and interrelationships; ethical conduct, evolution of a project; interpreting working drawings; construction bonds; contract documents; brief overview of estimating, scheduling, quality control and safety. Specific course objectives are:

1. Explain the characteristics and challenges of the construction industry within the U.S. and role of construction manager/responsibilities.
2. Explain concepts relating to construction administration and project delivery systems, contracting requirements, project control and tracking, dispute resolution, safety, quality assurance and control, and bid process to contract award.
3. Explain principles of project scheduling/stages and explain network diagramming process leading to critical path method and calculations.
4. Explain basic building construction estimates for time, labor, and materials.

Class Room Procedures:

- a. Bring study notes, textbook, note-taking material, and calculator to every class. Class preparation is your individual responsibility.
- b. **MANDATORY** Textbook: Construction Management Jumpstart, 2<sup>nd</sup> Edition, by Barbara Jackson, from Wiley Publications, ISBN 978-0-470-60999-6

6. Exams and Grading:

a. Grade Breakout and Cutoffs:

<u>Course Points</u>	<u>Minimum</u>
Exams (3 each)	(40%)
Leadership Project	(10%)
Profession Project	(20%)
Professional Ethics Project	(20%)
Professionalism Class Grade (CMSA)	(10%)
Total	(100%)

If you get less than 65% as your final combined grade ***you will fail the course***. Note that final grades are only A, B, C, D, F. ***I will return all graded exercise to you – keep track of them – with them you know what your cumulative grade looks like.***

***There is no way to ADD to grade once an exercise is graded –the cumulative grade is the FINAL grade –there are NO adjustments made at end of course – you worked hard for the grade and will honor that by making sure you get the grade you worked very hard for.***

7. Graded Events: All Graded Events are mandatory and becomes part of your grade -- ***failure to submit any required work will result in a 0 for that exercise***. All work must be presented on the exam in a clear, logical, and professional presentation of your work, which is both accurate and correct – ALWAYS show your work. If I cannot read the work OR follow the work it will be graded as a 0!

8. Late Submissions. Just like a real job –showing up to class is a real world obligation – there are no free classes. Anything not turned in by start of class is late. It is possible in extenuating circumstances to have A “COORDINATED LATE” submission that can occur when you contact me in advance. (That means 24 hours in advance except for real emergencies). Normally **ALL it will be graded as a 0!**

9. Students Rights and Responsibilities - please follow this link:

<http://www.uttyler.edu/wellness/StudentRightsandResponsibilities.html>

10. Grade Replacement/Forgiveness. If you are repeating this course for a grade replacement, you must file an intent to receive grade forgiveness with the registrar by the 12th day of class. Failure to do so will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates will receive grade forgiveness (grade replacement) for only three course repeats; graduates, for two course repeats during his/her career at UT Tyler.

11. State-Mandated Course Drop Policy. Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the 12th day of class (See Schedule of Classes for the specific date). Exceptions to the 6-drop rule include, but are not limited to, the following: totally withdrawing from the university; being administratively dropped from a course;

dropping a course for a personal emergency; dropping a course for documented change of work schedule; or dropping a course for active duty service with the U.S. armed forces or Texas National Guard. Petitions for exemptions must be submitted to the Registrar's Office and must be accompanied by documentation of the extenuating circumstance. Please contact the Registrar's Office if you have any questions.

12. Disability Services. In accordance with federal law, a student requesting accommodation must provide documentation of his/her disability to the Disability Support Services counselor. If you have a disability, including a learning disability, for which you request an accommodation, please contact Ida MacDonald in the Disability Support Services office in UC 282, or call (903) 566-7079. *You MUST contact me for accommodation needs.* I will not contact you first.

13. Student Absence due to Religious Observance. Students who anticipate being absent from class due to a religious observance are requested to inform the instructor in advance for an excused absence and late submission of work.

14. Student Absence for University-Sponsored Events and Activities. If you intend to be absent for a university-sponsored event or activity, you and the event sponsor request must notify me at least two weeks prior to the date of the planned absence.

15. Social Security and FERPA Statement. It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

16. Emergency Exits and Evacuation. Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do Not re-enter the building unless given permission.

Joe Boylan

## CMGT 2302 COURSE SCHEDULE – Spring 2021

Lesson #	Date	Topic	Reading/Assignment	Reading Quizzes/HW/Projects
1	1-12	Class Syllabus/Course Obj./Intro. CMSA Component	In Class Speaker	Take C of E Ethics Survey on Line
2	1-14	Why college and Why here?	Construction Engineering Paper	
3	1-19	What is an Engineer?	Canvas Papers to read	
4	1-21	What is Construction?	Chapter 1	
5	1-26	Who are the players?	DBIA Canvas Slides	
6	1-28	What is a Profession?	Canvas Paper to Read	NOT IN CLASS
7	2-2	What is a professional?	Canvas Paper to Read	NOT IN CLASS
8	2-4	<b>Team Presentation:</b> What are the UT Tyler desired professional organizations? Is CM a professional? What student org that should be required here?	Class and Team Project	Video/Paper
9	2-9	What is Construction Management?	Chapter 2	
10	2-11	The Project Management Process	DBIA on Canvas	
11	2-16	The Project Management Process	DBIA on Canvas	
12	2-18	The Project Management Process	DBIA on Canvas	
13	2-23	The Project Management Process	DBIA on Canvas	
14	2-25	The Project Management Process	DBIA on Canvas	
15	3-2	<b>Exam 1</b>	<b>Chapters 1 - 2</b>	<b>Exam</b>
16	3-4	Leadership vs Management?		
17	3-16	How do we get work/projects?	Chapter 3	
18	3-18	Contract Types and Administration	Chapter 4	
19	3-23	Project Stages	Chapter 5	
20	3-25	Project Stages	Chapter 5	
21	3-30	<b>Exam 2</b>	<b>Chapters 3-5</b>	<b>Exam</b>
22	4-1	Estimating a Project	Chapter 6	
23	4-6	Reporting Status of a Project- EV	Canvas	
24	4-8	Contract Admin	Chapter 7	
25	4-13	Contract Admin	Chapter 7	
26	4-15	Operations and Site Management	Chapter 8	
28	4-20	<b>Exam #3</b>	<b>Chapters 6-8</b>	<b>EXAM</b>
40	4-22	Course Wrap Up and Evals		
<b>No Final Exam</b>				

