Course Syllabus – CNST 4331
Construction Management II

Course Description:
This course provides the opportunity to review and integrate skills and knowledge taught in the entire program. It provides an exercise in which the students develop a formal written proposal and present their proposal to a panel of industry professionals. The written proposal includes the following sections: company profile, estimate, schedule, construction methodology, safety plan, and value engineering recommendations.

Course Prerequisites:
C or better in CNST 3205, CNST 3331 and CNST 3351.

TextBook:
- Construction Management JumpStart, 2nd Ed., by Barbara J. Jackson
- Human Factors in Project Management: Concepts, Tools, and Techniques for Inspiring Teamwork and Motivation, by Zachary Wong
- Emotional Intelligence 2.0, Travis Bradberry & Jean Greaves

Recommended Personal & Interpersonal Resources for Future Use
- Non-Violent Communication, by Marshall Rosenberg
- Education and the Significance of Life, by Jiddu Krishnamurti
- Wherever You Go, There You Are, by Jon Kabat-Zinn
- The Seven Habits of Highly Effective People, by Stephen R. Covey

Course Learning Outcomes:
Upon the completion of the course students will demonstrate the ability to:
1. Integrate the technical, business, and management knowledge and skills learned throughout the curriculum
2. Develop formal proposal to an owner and defend the solution presented
3. Provide professional presentations and sound public speaking and negotiating skills

In addition to the learning objectives above, this course emphasizes Ethics, Safety, BIM, Project Delivery Methods, Change Order and Contingency Management, Partnering, Team Building, Project Buy Out and Oral/Written Communication.

Student Learning Outcomes:
1. Create written communications appropriate to the construction discipline.
2. Create oral presentations appropriate to the construction discipline.
3. Create a construction project safety plan.
4. Create construction project cost estimates.
5. Create construction project schedules.
9. Apply construction management skills as a member of a multi-disciplinary team.
12. Understand different methods of project delivery and the roles and responsibilities of all constituencies involved in the design and construction process

Course and Student Learning Outcome Mapping:

Student Learning Outcome	Course Learning Outcomes
1	2, 3
2	2,3
4	1
5	1
9	2,3

12	1

Student Learning Assessment and Assessment Target:

Assessment	SLO#1	SLO#2	SLO#3	SLO#4	SLO#5	SLO#9	SLO#12	Assessment Target
Support (S)	X		X	X	X	X	X	At least 70% of students receive a grade of 70 or better
Assess (A)		X						

Class Grading:

- AIC Level 1 Exam Portion   40%
- CMII Portfolio Portion   60% (40% individual; 20% team). See course schedule for breakdown.

Grading Scale:

Letter Grade	Score	AIC Scoring (40% of your grade)	
A	93-100%	Pass	100%
A-	90-92%		
B+	86-89%		
B	83-85%		
B-	80-82%	Fail	0%
C+	76-79%		
C	73-75%		
C-	70-72%		
D+	65-69%		
D	60-65%		
F	<60%		

A minimum of a C (73%) is required for successful completion in the course. Scores less than a C will result in repeating the course, as part of the CM Department requirements. Students have a total of three chances to take the AIC exam or must retake and pay for the course.

A "Pass" on the AIC exam is required to complete the course successfully.

Class Schedule

Week/ Module	Fall 2020 Dates	Topic Covered
1	8/28/20	Course, Instructor & Student Introductions
2	9/4/20	RFP Overview & teams set up
3	9/11/20	Open Q&A / Discussion board
4	9/18/20	Project Schedule
5	9/25/20	Written Communication
6	10/2/20	Open Q&A / Discussion board
7	10/9/20	Project Estimate
8	10/16/20	Module 6: Safety Plan, QA/QC, Site Specific Quality Control
9	10/23/20	Module 7 Team Building
10	10/30/20	Module 8: Multiple Disciplinary Team
11	11/6/20	Module 9: Project Schedule, advanced
12	11/13/20	Module 10 Interpersonal Communication

13	11/20/20	Open Q&A / Discussion board
14	11/27/20	Thanksgiving holiday
15	12/04/20	Team Presentations
15	TBD	AIC Exam

Course Assistance:

Students are encouraged to start assignments early to help reduce last minute technical issues. All technical error reports must include screenshot proof attached to an email message.

- PC/Windows tutorial: http://www.wikihow.com/Take-a-Screenshot-in-Microsoft-Windows
- MAC/Apple tutorial: http://www.wikihow.com/Take-a-Screenshot-in-Mac-OS-X.

Support Services:

Student assistance for Blackboard can be found by visiting http://www.uh.edu/blackboard/help/, calling 713-743-1411, or emailing support@uh.edu. Software or hardware can be purchased at the UH Bookstore or UH CougarByte Discount website (http://www.cougarbyte.com/). Additional UH computer labs are available all over campus. Learn more by visiting http://www.uh.edu/infotech/services/facilities- equipment/comp-labs/

Course Administration Requirements:

Students are asked to review electronic copies of drawings, specs and other documents in blackboard to get an overview of the project. Much of the course is conducted through in- class exercises and group participation. Creating a semester schedule to establish and meet internal group milestone dates is highly recommended.

Course Evaluation:

A Start-Stop-Continue survey and a course/instructor evaluation will be conducted at the middle and the end of this semester. Any suggestions you have on improving the course, however, are welcome throughout the semester.

Student Attendance and Team Assignments:

Students are expected to attend all class sessions as listed on the course calendar. Work experienced in class with peers and instructor cannot be completed outside of the class. Attendance is imperative for successful completion of this course.

Academic Honesty:

Students who violate university rules on scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and dismissal from the university. Since dishonesty harms the individual, all students, and the integrity of the university, policies on scholastic dishonesty will be strictly enforced.

Please refer to the UH Catalog for details: http://www.uh.edu/provost/policies- resources/honesty/faqs/

Cell Phones & Social Media:

There should be no pictures, video recordings, Facebook posts etc, taken during class time.

Grievance Policy:

Please refer to the UH Catalog for details

Title IV:
The University of Houston System (UHS) seeks to provide an educational environment free from sex discrimination, including non-consensual sexual contact, sexual assault, sexual harassment, interpersonal violence and stalking.

We encourage you to report any sexual misconduct to UH Title IX Coordinator (713.743.8835; 4367 Cougar Village Drive, Bldg 526). If you report any sexual misconduct to me, I am required to share that information with our Title IX Coordinator.

For more information about the UHS Sexual Misconduct policy and counseling and support resources available to you, go to the UHV Title IX Website: https://www.uh.edu/equal-opportunity/titleIX-sexual-misconduct/

Center for Students with Disabilities:

The policy encourages but does not require students to communicate with the Instructor regarding the needed accommodations. Therefore, instructor is to be alert of any such cases. If instructor approaches a student for this matter, instructor needs to do so in private.

If your course requirements are such that the requested accommodations are unreasonable, or if you have any questions or concerns at all regarding the student request please contact CSD at 713-743-5400 or www.uh.edu/csd to discuss and reach an understanding.

CSD deals with students having academic difficulty due to physical, physiological, or learning disabilities. Pregnancy is included. Always refer students to CSD first.

UH – LAUNCH:
Undergraduate Student Success Center for Peer Tutoring http://www.uh.edu/ussc/launch/

Complete Assignments:

Be sure to pay close attention to due dates—there will be no makeup assignments, or late work accepted. Assignments are expected to be turned into Blackboard (Turnitin) by the assigned due date. Technology failures will not be accepted as reason for missed assignment due dates. Therefore, do not leave anything to the last minute. Back up files frequently and in various locations so work is not lost. It is the student's responsibility to identify alternative ways to complete or submit an assignment. For example, if the Blackboard Learn system is offline consider emailing the assignment before the due date.
All assignments must be completed by the assignment due date and time. Late or missing assignments will affect the student's grade.

Understand When You May Drop This Course:
Per the University's regulations for dropping, students may drop at any time without receiving a grade up until the closing of the Official Reporting Day (ORD). You are responsible for making arrangements to drop the course if you wish to do so. If you wish to drop the course, complete the online process at my.uh.edu before the deadline. Your instructor cannot drop you for any reason. Pay attention to the deadline and check your course enrollment status on My UH in AccessUH to make sure your drop has been processed.

Incomplete Policy:
A student would receive an incomplete grade if they do not pass the AC Exam.

Students with Disabilities:

Whenever possible, and in accordance with Section 504 of the Americans with Disabilities Act (ADA) of 1990, the University of Houston will attempt to provide reasonable academic accommodations to students who request and require them. Please call +1 713 743-5400 or visit the Center for Students with Disabilities website for more assistance and contact me to discuss arrangements for academic accommodations.

Commit to Integrity

As a student in this course and at this university you are expected to maintain high degrees of professionalism, commitment to active learning and participation in this class and also integrity in your behavior in and out of the classroom.

Counseling and Psychological Services:

Counseling and Psychological Services (CAPS) can help students who are having difficulties managing stress, adjusting to the demands of a professional program, or feeling sad and hopeless. You can reach CAPS by calling 713-743-5454 during and after business hours for routine appointments or if you, or someone you know, is in crisis. No appointment is necessary for the "Let's Talk" program, a drop-in consultation service at convenient locations and hours around campus.

Online Etiquette

This course may host synchronous online meetings. During those meetings consider the following:

- Keep chats on topic. Avoid inappropriate conversions that may distract others from the course topic or objective.
- Avoid strong/loud language. Be polite. Language can easily be misinterpreted in written communication. Before sending an email or chat message make sure it clearly conveys the intended feeling.
- Use emoticons to express feelings. Nonverbal cues can reinforce the feeling of a message. Use sparingly. :-)
- Respect privacy of peers. Do not post someone's personal information online without their expressed permission.
- Use appropriate dress code on camera. During a video-conference, dress as if attending a face-to-face class. Avoid offensive clothing.
- Be mindful of background noise and scene/location. Take advantage of quiet areas to avoid distractions to fellow classmates. Avoid offensive décor or noise.
- Be helpful. Assist fellow classmates in understanding course materials.

Important Note

This course utilizes the Level-1 Certification Exam offered by the American Institute of Constructors (AIC) as the Final Exam for this course. Students MUST pass this exam to successfully complete this course. Students MUST register for this AIC exam immediately after enrolling in this course and before the deadline. Applications and deadlines are posted at the AIC website: http://www.professionalconstructor.org/PROFESSIONALCONSTRUCTOR/PROFESSIONALCO NSTRUCTOR/AboutCCC/Default.aspx
Once the registration process is complete, students will be allowed to download the AIC Study Guide. This Study Guide provides additional assistance to prepare students for the Certification Exam. The AIC exam is an 8-hour test, always scheduled on Saturdays. Consult the AIC website to confirm exam date, immediately. Questions regarding the AIC exam and exam application should be directed to the AIC staff. Students who miss the application deadline will be dropped from the course, administratively.

Classroom Behavior

High level of professionalism in the classroom is expected. The instructor has the right to set the rules in his/her classroom. A student does not have the right to make changes to the instructor's way of managing the classroom. Disruptive behaviors, such as excessive talking, arriving late to class, and using unauthorized electronic devices during class is not permitted. Repetitive and seriously disruptive behavior may result in removal from class in accordance with policies and procedures set by the Dean of Students Office.