

## **Course Syllabus – CNST 4335 Capital Projects Development**

### **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 3210, CNST 3331 and CNST 3365.

### **Textbook:**

- Notes and textbooks from previous courses should be used as references
- Project documents supplied by the company sponsoring the course
- The American Institute of Instructors (AIC) Study Guide from Website: [http://member.professionalconstructor.org/Source/custom/exam\\_list.cfm](http://member.professionalconstructor.org/Source/custom/exam_list.cfm)

### **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:**

Class	Date	Deliverable
<b>1</b>	Aug 28, 2020	Proposal Introduction, Team Assignments, Sales Process
<b>2</b>	Sept 4, 2020	Review Teams and Organization Charts, Issue RFP
<b>3</b>	Sept 11, 2020	RFP Discussion / Pre-Qualification Document / Schedule
<b>4</b>	Sept 18, 2020	Discuss Organization Charts / Review Pre-Qual Document
<b>5</b>	Sept 25, 2020	Issue Estimate Template / Discuss Estimate

Class	Date	Deliverable
6	Oct 2, 2020	Continue Estimating Discussion
7	Oct 9, 2020	Primavera Schedule Presentation
8	Oct 16, 2020	Review Cover Letter and Executive Summary
9	Oct 23, 2020	Review Quality Plans and Safety Plans
10	Oct 30, 2020	Discuss Execution Plan & Value Engineering Concepts
	Nov 6, 2020	<b>Final AIC Review = No Class</b>
	Nov 7, 2020	<b>AIC TEST</b>
11	Nov 14, 2020	Discuss Presentation Styles / Start Developing Slides
12	Nov 20, 2020	Issue Written Proposal / Review Presentation Slides / Dry
	Nov 27, 2020	<b>Thanksgiving Week = No Class</b>
13	Dec 4, 2020	Delivery of Presentations

**Note 1:** All deliverables must be issued by the end of the class

**Note 2:** Proposals are to be issued to me no later than Nov 20, 2020, at the beginning of class.

### **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>.

### **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/professionalconstructor/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.

### **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.

**Exam Policy:**

Exams will include material covered in class discussions and homework assignments. Exam make-ups will be given only in the event of a verified emergency or doctor-verified sickness. Assignments turned in late will be counted off 20 percent per day (only exceptions listed previously). The student is responsible for all reading assignments and class handouts whether or not covered in class or listed on the syllabus.

The last day of class is the deadline for students to verify their grades and the accuracy of their score. After this deadline, there will be no consideration for any changes.

**University Counseling and Psychological Services:**

Counseling and Psychological Services (CAPS) can help students who are having difficulties managing stress, adjusting to college, or feeling sad and hopeless. You can reach CAPS (UH main campus [www.uh.edu/caps](http://www.uh.edu/caps), or UH Sugar Land campus <http://www.uh.edu/dsaes/uhsugarland/>) by calling [713-743-5454](tel: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.

UH main campus: [http://www.uh.edu/caps/outreach/lets\\_talk.html](http://www.uh.edu/caps/outreach/lets_talk.html)

UH Sugar Land campus: <http://www.uh.edu/dsaes/uhsugarland/>

**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.

**Course/Instructor 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.

For detailed information about Disabilities, Religious Holy Days, the Academic Calendar, and Academic Honesty, and other information, please visit the following website:

[http://www.uh.edu/provost/stu/stu\\_syllabsuppl.html](http://www.uh.edu/provost/stu/stu_syllabsuppl.html)

**Students with Disabilities:**

University of Houston provides, upon request, appropriate academic adjustments for qualified students with disabilities. Any student with a documented disability (physical or cognitive) who requires academic accommodations should contact the Center for Students with Disabilities (713/743-5400) for more assistance.

For detailed information about Disabilities, Religious Holy Days, the Academic Calendar, and Academic Honesty, and other information, please visit the following website:

<http://www.uh.edu/provost/policies/student/resources/>.

