CE 4334 – Construction Management
Class Location/Time: Mondays: 6 – 8:50 PM, Check Goldmine for location

Instructor: Adeeba A. Raheem
Office: A213
e-mail: aaraheem@utep.edu
Phone: 747.6348
Office Hours: Monday (3:00pm-5:00pm), Thursday (1:00pm-3 pm).


LEARNING OBJECTIVES
This course provides an understanding of construction management, including contracts, estimating, scheduling, subcontracting, cost control, claims, safety, quality and project closeout.

CLASS STRUCTURE
Classes will consist of lectures and class assignments. Students will work on class problems in groups and present their solutions to the class. Students will be responsible for all reading material assigned but the Professor will not lecture on all of the reading material. Exams will consist of short written answers and some real life situation analysis of construction problems, class discussions, and the reading material. Books, notes allowed to be used during exams but other electronic equipment of any kind is not allowed during exams. There will be NO makeup quizzes or exams.

Assignments consist of the following to be performed by class groups:

- Students will locate a project that is bid publicly with a pre-bid meeting, attend the meeting, take notes on activity/attendees in the meeting, and provide a summary of this meeting in their assignment report.
- Students will obtain the bid document for the above project and prepare a cost estimate and bid price, including completing the bid forms/proposal. The estimate prepared will require a schedule be prepared by students.
- Students will attend the public bid opening and collect the bid results.
- Students will present the results of their work in class at a time to be scheduled.

ETHICS
Cheating or plagiarism will not be tolerated. Any incidence of cheating or plagiarism will be provided to the administration for resolution.

EMERGENCIES/DISABILITIES
If you have a disability and need classroom accommodations, please contact The Center
for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at www.sa.utep.edu/cass.

ASSISTANCE
Students should always feel free to contact the professor for assistance. Students can make appointments, walk in during office hours, email, text message, or call by phone to get assistance. Please do not hesitate to ask for help.

SUMMARY
This course will involve extensive reading and discussion. Construction is a very serious business involving large dollar problems and often problems with personalities on construction sites. The class will also be very serious, but if you prepare for class, it should be fun.

GRADING
Quizzes (20%); Presentations/Reports for assignments and Class Discussion (25%); Mid-term Exam (25%); Final Exam (30%)

COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Week</th>
<th>Subject</th>
<th>Text Sections</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 (24 Aug)</td>
<td>Project Organization</td>
<td></td>
</tr>
<tr>
<td>2 (31 Aug)</td>
<td>Project Delivery</td>
<td></td>
</tr>
<tr>
<td>3 (14 Sep)</td>
<td>Pre-construction phase</td>
<td></td>
</tr>
<tr>
<td>4 (21 Sep)</td>
<td>Contracts</td>
<td></td>
</tr>
<tr>
<td>5 (28 Sep)</td>
<td>Ethics</td>
<td></td>
</tr>
<tr>
<td>6 (5 Oct)</td>
<td>Estimating</td>
<td>9</td>
</tr>
<tr>
<td>7 (12 Oct)</td>
<td>Scheduling</td>
<td></td>
</tr>
<tr>
<td>8 (19 Oct)</td>
<td>Mid-term Exam</td>
<td></td>
</tr>
<tr>
<td>9 (26 Oct)</td>
<td>Cost Control /QC/QA</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Administration of Projects</td>
<td></td>
</tr>
</tbody>
</table>

10 (2 Nov) Construction Law
11 (9 Nov) Safety
12 (16 Nov) Case Studies/Group Project Presentations
13 (23 Nov) Case Studies/Group Project Presentations
14 (30 Nov) Final Exam

OTHER REFERENCES
www.agcelpaso.org/safety - example safety plan and partnership agreement;