PELLISSIPPI STATE COMMUNITY COLLEGE
MASTER SYLLABUS

CIVIL ENGINEERING SPECIAL TOPICS
CET 2070

Class Hours: 1 to 3  Credit Hours: 1 to 3
Laboratory Hours: 0 to 3  Date Revised: Spring 2011

Catalog Course Description:

This course provides an overview of local industries engaged in the practice of civil engineering and related activities. Special projects and applications in emerging civil and construction engineering technology are emphasized. The student will visit offices and construction projects to observe practical work situations. Speakers will be invited to the classroom to discuss topics in the civil engineering technology field.

Entry Level Standards:

This course is open to all students interested in a career in the Civil Engineering Technology field. No technical knowledge is required. The student should be able to read and listen comprehensively, take notes and prepare short site-visit reports and to make oral presentations on these visits to other class members and the instructor.

Prerequisites:

None

Co-requisites:

None

Textbook(s) and Other Course Materials:

None

I. Week/Unit/Topic Basis:

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Course introduction, review planned activities and course requirements</td>
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<tr>
<td>2</td>
<td>Word processing and spreadsheets</td>
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<tr>
<td>3</td>
<td>Observing, interviewing and note taking skills</td>
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<tr>
<td>4</td>
<td>Speaker--safety guidelines (OSHA) for office, manufacturing and construction sites</td>
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<tr>
<td>5</td>
<td>Myers Briggs: Identifying personality types</td>
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<td>6</td>
<td>Speakers: Placement Services and Library Services</td>
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<tr>
<td>7</td>
<td>Prestressed concrete manufacture</td>
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<tr>
<td>8</td>
<td>Speaker--Recent graduate from CET Program</td>
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</tbody>
</table>
Innovative construction techniques
City and County Planning, Codes, and Inspection
Speaker: Topic to be announced
Speaker: Environmental issues in civil works
Speaker: Ethics
Speaker: Continuing Education
Final Exam

II. Course Goals*

The course will:

A. Develop an understanding of the organization of business and industry. I, IV & V
B. Develop an understanding of the roles of engineers and technicians and how they work together in the typical Civil Engineering environment. I, IV & V
C. Enhance the student’s knowledge of the attributes of a good technician. I, IV & V
D. Foster an appreciation for the role of health and safety in the work environment. I, IV & V
E. Develop good interviewing, observational and note taking skills. III & V
F. Foster the ability to maintain a personal journal and write short reports from these notes. III
G. Develop an understanding of the importance of developing good work habits and personal ethics. III, IV & V

*Roman numerals after course objectives reference goals of the Engineering Technology program. (Career Program Goals and General Education Goals are listed http://www.pstcc.edu/departments/curriculum_and_instruction/syllabi/)

III. Expected Student Learning Outcomes*

Students will be able to:

1. Develop an understanding of the organization of business and industry. I, IV & V
2. Develop an understanding of the roles of engineers and technicians and how they work together in the typical Civil Engineering environment. I, IV & V
3. Enhance the students knowledge of the attributes of a good technician. I, IV & V
4. Foster an appreciation for the role of health and safety in the work environment. I, IV & V
5. Develop good interviewing, observational and note taking skills. III & V
6. Foster the ability to maintain a personal journal and write short reports from these notes. III
7. List the attributes of a good technician. C
8. Understand ethical conduct of technicians.  C
9. Identify good safety practices on job sites visited.  D
10. Determine the existence of a safety training program on job sites visited.  D
11. Identify safety violations on job sites visited.  D
12. List communication skills used most frequently by technicians within Civil Engineering related businesses and industries.  E
13. Demonstrate good interviewing skills.  E
14. Demonstrate good observational and note taking skills.  E
15. Prepare written reports on site visits.  F
16. Prepare and maintain a personal journal of class activities similar to a job log.  F

* Capital letters after Expected Student Learning Outcomes reference the course goals listed above.

IV. Evaluation:

A. Testing Procedures:

   Varies according to class content

B. Laboratory Expectations:

   Written Assignments:  20% of grade
   Students will be required to maintain a personal journal in which notes from the seminar speakers and notes from the site visits are recorded. The journals are the students' personal records. They will be checked periodically but will not be turned in to the instructor. Students will prepare a report, using the form provided, describing each site visit/topic presented by the speaker. The report is due at the beginning of the class following the visit. The papers must be typed and they will be graded for technical content and for grammar. Ninety percent of the course grade will be based upon the written reports.

C. Field Work:

   Seminars and Site Visits:  80% of grade
   Students are expected to attend all class and site visits. Students are encouraged and rewarded for engaging in discussions both in class and at the site visits. One missed site visit or class can be made up by preparing a paper on a special topic selected by the instructor. Ten percent of the course grade is based upon the instructor's subjective opinion of the student's participation in activities.

   The instructor may assign points for attendance of all class sessions.

D. Other Evaluation Methods:

   N/A

E. Grading Scale:

   The term grade will be based on the scores received on the papers, class participation and attendance.
A 90-100
B 80-90
C 70-80
D 60-70

V. Policies:

A. Attendance Policy:

Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of the Learning Division, may have requirements that are more stringent. In very specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of the Learning Division.

B. Academic Dishonesty:

Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:
• Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
• Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
• Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one’s own work.
• Taking an exam for another student.
• Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
• Any of the above occurring within the Web or distance learning environment.

C. Accommodations for disabilities:

Students who need accommodations because of a disability, have emergency medical information to share, or need special arrangements in case the building must be evacuated should inform the instructor immediately, privately after class or in her or his office. Students must present a current accommodation plan from a staff member in Services for Students with Disabilities (SSWD) in order to receive accommodations in this course. Services for Students with Disabilities may be contacted by going to Goins 127, 132, 134, 135, 131 or by phone: 539-7153 or TTY 694-6429. More information is available at www.pstcc.edu/departments/swd/.

D. Other Policies:

Use of Equipment:

Any act of misuse, vandalism, malicious or unwarranted damage or destruction, defacing, disfiguring, or unauthorized use of property/equipment belonging to Pellissippi State is subject
to disciplinary sanction.