CE 295 –Engineering Project Management
Fall 2017

Course Instructor: John Lens, P.E., jelens@uvm.edu

These hours are for drop-in or appointments. Prior scheduled appointments or unanticipated circumstances may alter my availability to meet with you during these hours, so please make an appointment by phone or email if it is critical to meet. I will do my best to accommodate all reasonable meeting requests and can arrange to meet at other times.

Office: Votey 233A   Office Phone 802-656-8156  Cell: 802-272-2796
Fall Office Hours: Monday and Wednesday 12-2PM and 3:30-4:30PM
Friday 9:30-10:30AM and 12-1PM

SCHEDULE

Class: Monday and Wednesday 5:05-6:20PM Perkins 101
Final Exam: December 11, 2017 7:30-10:15PM Perkins 101 (Confirm with instructor)

COURSE DESCRIPTION
This 3-credit course covers the principles of project management applicable to designing and the subsequent building or manufacturing of structures, products, facilities, and processes in a technology-based engineering environment. It covers strategies, tools, and techniques for integrating project planning with project execution to provide metrics for managing quality, schedule, and financial performance of projects. Includes an overview of services and product procurement practices in use and emerging, such as public-private partnerships (P3). Includes fundamentals of project financial management including budget control, cash flow monitoring, and tracking and negotiating scope changes, and an overview of legal and insurance aspects necessary for successful engineering project management.

COURSE POLICIES

ACCESSIBILITY SERVICES: In keeping with University policy, any student with a documented disability interested in utilizing accommodations should contact Student Accessibility Services (SAS) on campus. SAS works with students to create reasonable and appropriate accommodations. Contact SAS as early as possible. Contact SAS through: A170 Living/Learning Center; 802-656-7753; access@uvm.edu; or www.uvm.edu/access.

ATTENDANCE AND PARTICIPATION: Every class counts. Prompt attendance is expected and counts in your grade. If you cannot make a class or will be late, notify me by email sufficiently before the class. Absences will only be excused for appropriate circumstances with notice.
RELIGIOUS HOLIDAYS: Students have the right to practice the religion of their choice. You should submit in writing to me by the end of the second full week of classes your documented religious holiday schedule for the semester so we can develop a plan to accommodate that schedule.

GRADING: All course assignments must be satisfactorily completed for a passing grade to be achieved. Late submittals will not receive credit unless there are special circumstances accepted by the instructor, in advance of the due date.

BLACKBOARD: Please check Blackboard for important correspondence and course updates. Blackboard will generally be used to notify you of class messages regarding assignment changes or notices. Also, check your e-mail regularly for similar information. In the event of inclement weather, please check your Blackboard e-mail for any notice of cancellation or delay of class and/or activities.

SYLLABUS: This syllabus is subject to change with verbal and electronic notice.

ACADEMIC HONESTY: The University of Vermont and the College Engineering & Mathematical Sciences are learning communities. Consistent with the University’s mission and purpose, and the values the College seeks to foster within its community, we expect that academic honesty and integrity guide the actions of all its members. It is the responsibility of every person in the academic community to ensure that dishonesty is NOT tolerated. Academic dishonesty (cheating and/or plagiarism) violates the Academic Integrity Policy and may result in an “F” on the work involved or in the course. Cheating not only violates the Academic Integrity Policy, but also may be grounds for probation, suspension, and/or expulsion.

http://www.uvm.edu/~uvmppg/ppg/student/acadintegrity.pdf


REFERENCES: Additional reference materials may be provided or available through the UVM reference library system for assigned reading or as secondary references.

GRADING: The course grade will be based on the following:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Class Involvement and Participation</td>
<td>15%</td>
</tr>
<tr>
<td>Homework</td>
<td>20%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>Team Project</td>
<td>50%</td>
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<tr>
<td>Team Project Oral Presentation</td>
<td>5%</td>
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</tbody>
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100%

Final numeric percentages will translate into final letter grades as follows:

98-100 = A+; 93-97 = A; 90-92 = A-
88-89 = B+; 83-87 = B; 80-82 = B-
78-79 = C+; 73-77 = C; 70-72 = C-
68-69 = D+; 63-67 = D; 60-62 = D-
Below 60 = F