

January 27, 2011

Dean Daniel Friedman
College of Built Environments
Box 357226

Dear Daniel:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of the revised program requirements and continuation policy for the Bachelor of Science in Construction Management degree. A copy of the changes is attached.

I am writing to inform you that the College of Built Environments is authorized to specify these requirements beginning autumn quarter 2011.

The new requirements should be incorporated in printed statements and in individual department websites as soon as possible. The *General Catalog* website will be updated accordingly by the Registrar's Office.

Sincerely yours,



Phyllis M. Wise
Interim President

Enclosure

cc: Dr. John Schaufelberger (with enclosure)
Mr. Robert Corbett (with enclosure)
Dr. Deborah H. Wiegand (with enclosure)
Ms. Virjean Edwards. (with enclosure CM-20101110A)



UNIVERSITY OF WASHINGTON
**CREATING AND CHANGING UNDERGRADUATE
 ACADEMIC PROGRAMS**

OFFICE USE ONLY
 Control #
CM-2010110A

After college/school/campus review, send a signed original and 8 copies to the Curriculum Office/FCAS, Box 355850.
 For information about when and how to use this form: <http://depts.washington.edu/uwcr/1503instructions.pdf>

College/Campus Built Environments/Seattle	Department/Unit Construction Management	Date 11/1/10
New Programs		
<input type="checkbox"/> Leading to a Bachelor of _____ in _____ degree.		
<input type="checkbox"/> Leading to a Bachelor of _____ degree with a major in _____		
<input type="checkbox"/> Leading to a _____ Option within the existing major in _____		
<input type="checkbox"/> Leading to a minor in _____		
Changes to Existing Programs		
<input type="checkbox"/> New Admission Requirements for the Major in _____ within the Bachelor of _____		
<input checked="" type="checkbox"/> Revised Admission Requirements for the Major in <u>Construction Management</u> within the Bachelor of <u>Science</u>		
<input checked="" type="checkbox"/> Revised Program Requirements for the Major in <u>Construction Management</u> within the Bachelor of <u>Science</u>		
<input type="checkbox"/> Revised Requirements for the Option in _____ within the major in _____		
<input type="checkbox"/> Revised Requirements for the Minor in _____		
Other Changes		
<input type="checkbox"/> Change name of program from _____ to _____		
<input checked="" type="checkbox"/> New or Revised Continuation Policy for <u>Bachelor of Science in Construction Management</u>		
<input type="checkbox"/> Eliminate program in _____		
Proposed Effective Date: Quarter: <input checked="" type="checkbox"/> Autumn <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year: 20 <u>11</u>		

Contact Person: John Schaufelberger	Phone: 5-4440	Email: jesbcon@uw.edu	Box: 351610
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EXPLANATION OF AND RATIONALE FOR PROPOSED CHANGE

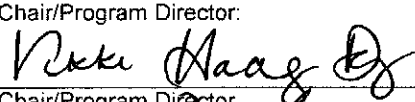
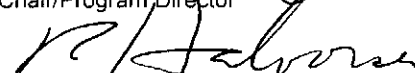
For new program, please include any relevant supporting documentation such as student learning outcomes, projected enrollments, letters of support and departmental handouts. *(Use additional pages if necessary).*

The revised program requirements properly align our curriculum with our accreditation requirements which require that students take a minimum of 27 credits of business and management courses. Under revised accreditation requirements, these courses cannot be taught by our department. Admission requirements changes will be waived for transfer students for two years.

The revised program requirements better serve our industry-bound students by holding them to an academic standard commensurate with the responsibility they will hold in their early careers. Our Capstone course (CM 431) serves as our comprehensive assessment of our students' accomplishment of our learning objectives and it is critical that they demonstrate proficiency in all of the areas covered by this course.

The expanded admission options allow students to declare their interest in CM earlier, thus providing them access to department resources for academic support, industry and department scholarships, and internship and job opportunities up to three years earlier than is currently possible.

The revised continuation policy clarifies our standards and includes appropriate adjustments for the new categories of admitted students which we are proposing herein.

OTHER DEPARTMENTS AFFECTED		
List all departments/units/ or co-accredited programs affected by your new program or changes to your existing program and acquire the signature of the chair/director of each department/unit listed. Attach additional page(s) if necessary. *See online instructions.		
Department/Unit: Foster School	Chair/Program Director: 	Date: 12/15/10
Department/Unit: Economics	Chair/Program Director: 	Date: 12/15/10

CATALOG COPY

Catalog Copy as currently written. Include only sections/paragraphs that would be changed if your request is approved. Please cross out or otherwise highlight any deletions.

See attached.

PROPOSED CATALOG COPY

Reflecting requested changes (Include exact wording as you wish it to be shown in the printed catalog. Please underline or otherwise highlight any additions. If needed, attach a separate, expanded version of the changes that might appear in department publications). **Please note:** all copy will be edited to reflect uniform style in the General Catalog.

See attached.

APPROVALS

Chair/Program Director:

John Schaufberger

Date:

12/2/2010

College/School/Campus Curriculum Committee:

[Signature]

Date:

Dean/Vice Chancellor:

[Signature]

Date:

1/5/11

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

John Schaufberger

Date:

1/21/2011

POST TRI-CAMPUS APPROVAL (when needed)

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

[Signature]

Date:

PROPOSED CATALOG COPY

Bachelor of Science

Suggested First-and Second-Year Courses: M E 123; PHYS 114, PHYS 115, PHYS 117, and PHYS 118; 10 credits of Economics; ENGL 131, ENGL 281; ESS 101; MATH 112 or MATH 124; ACCTG 215 and ACCTG 225, CM 250, COM 220, MGMT 200, QMETH 201, Chemistry or Environmental Science courses.

Department Admission Requirements

The Department of Construction Management considers applicants for autumn admission only. Admission is competitive. There are three admission groups: Freshmen Direct, Early Admission (EA) and Upper-Division Admission (UA). Consult the department's web site for more information.

Freshman Direct Admission

The Construction Management Department enrolls a small number of students each year directly out of high school, prior to completion of any university-level prerequisites. Freshman applicants to the University listing Construction Management as their intended major are automatically considered. Admission is offered to students with exceptionally competitive academic records, including but not limited to high school GPA and SAT or ACT scores. Freshman Direct students will work with the CM Adviser to plan their first two years of coursework before beginning the standard CM curriculum. These students will be eligible to join the CM student organizations, apply for scholarships and participate in student competitions.

Students admitted under the Freshman Direct Admission program must complete all Prerequisite Course requirements listed under Upper-Division Admission as well as all Major Requirements in order to earn their degrees.

Early Admission (EA)

Students may also apply to the Construction Management department in the spring of their freshman year to enter as part of the Early Admission (EA) group in their sophomore year. This admission path is open to students who began their studies at UW as freshmen, have been enrolled no more than three quarters, and have completed at least 27 credits at UW (25 of the 27 UW credits must be numerically graded). Courses completed prior to applying must include: MATH 112 (or MATH 124 or Q SCI 291); PHYS 114&117 (or PHYS 121), and ECON 200. Other courses from the list of Upper Division Prerequisites may be taken to complete the minimum 27 credits.

The application deadline for Early Admission is April 1st. Admission decisions are based on an applicant's academic performance and potential, extent and quality of relevant experience, apparent attitude, and personal motivation. Completion of prerequisite requirements does not

guarantee admission and all prerequisite requirements must be completed by the April 1st deadline.

Early Admission students will work with the CM Adviser to plan their second year of coursework before beginning the standard CM curriculum. These students will be eligible to join the CM student organizations, apply for scholarships and participate in student competitions.

Students admitted under the Early Admission program must complete all Prerequisite Course requirements listed under Upper-Division Admission as well as all Major Requirements in order to earn their degrees.

1. **Upper-Division Admission (UA)** Prerequisite courses: Minimum 88 credits in the following categories (courses must be completed by the beginning of autumn quarter to be eligible for admission that quarter):
 - a. *Construction Science*: ME 123.
 - b. *Business and Management*: ACCTG 215 and ACCTG 225; MGMT 200.
 - c. *Individuals & Societies (I & S)*: 10 credits of Economics 5 additional I & S credits from UW Areas of Knowledge list (CM 250 recommended).
 - d. *Natural World (NW)*: PHYS 114 and PHYS 117 (or PHYS 121), and PHYS 115 and PHYS 118 (or PHYS 122); MATH 112 (or MATH 124 or Q SCI 291); ESS 101; Q METH 201 (or STAT 220 or STAT 311); 10 additional NW credits from UW Areas of Knowledge list (Chemistry or environmental studies recommended).
 - e. *Language Skills*: 5 credits from English composition list; 5 credits from "W" courses or English composition list (ENGL 131 and ENGL 281 recommended).
 - f. *Visual, Literary & Performing Arts (VLPA)*: COM 220; 5 additional VLPA credits (from UW Areas of Knowledge list).
2. Admission to the major is competitive. Admission decisions are based on an applicant's academic performance and potential, extent and quality of relevant experience, apparent attitude, and personal motivation. Completion of prerequisite requirements does not guarantee admission. Completion of prerequisite requirements is not required in order to apply, but is required prior to being admitted in autumn quarter.
3. Departmental application deadline: April 1, for the following autumn quarter. Selection for acceptance into the program is made by early May, and all applicants are notified shortly thereafter. Because each application is valid only once, a student whose application for admission is denied must reapply if consideration is desired in any subsequent year.

Major Requirements

92 credits as follows:

1. *Foundation Courses (77 credits)*: ARCH 320, ARCH 321, ARCH 322; MGMT 300, , CM 310, CM 311, CM 312, CM 313, CM 321, CM 322, CM 323, CM 331, CM 332, CM 333, CM 334, CM 410, CM 411, CM 412, CM 421, CM 422, CM 423, CM 432, and CM 433.

2. *Construction/Construction Science Electives (6 credits)*: Two of the following: CM 404, CM 414, CM 415, CM 420, CM 425, CM 430, or ARCH 420
3. *Approved Electives (4 credits)*: Upper-division construction-related courses. Courses offered by the College of Built Environments or by the Foster School of Business are preferred. Courses not in these two colleges require adviser approval. (CM 413 recommended.)
4. *Capstone Experience (5 credits)*: CM 431. Students are required to earn a minimum grade of 2.0 in this course in order to graduate.
5. *Additional Writing Requirement*: CM 301 (or BCMU 301)
6. *Additional Degree Requirement*: Minimum 2.50 cumulative GPA in all upper-division courses completed in the College of Built Environments..

Dual-Degree Program

For requirements of the dual-degree program in architectural studies and construction management, see the Architecture section.

Student Outcomes and Opportunities

- *Learning Objectives and Expected Outcomes*: The study of construction management involves an interdisciplinary curriculum that contains a mix of technical, managerial, and business courses to provide graduates the essential skills needed to be successful in the construction industry. Oral and written communication skills are strengthened through written requirements and oral presentations. Construction management skill sets include the ability to read and interpret construction contract documents; the ability to determine appropriate methods for project construction and the proper sequence for each associated construction task; the ability to estimate project costs and time requirements; the ability to evaluate project site safety hazards and take action to minimize the potential for accidents occurring; an understanding of the legal framework associated with contract construction; and the ability to manage the myriad activities associated with constructing a project. Graduates pursue careers with construction companies, design firms, public agencies, homebuilders, consulting firms, real estate developers, and construction material suppliers.
- *Instructional and Research Facilities*: The Built Environments Library (located on the third floor of Gould Hall) houses construction management books and periodicals. Additional materials are located in the Engineering Library and the Foster Library (Business School). College resources include a 30-work-station computer laboratory in the basement of Gould Hall.
- *Honors Options Available*: For Interdisciplinary Honors, see University Honors Program.
- *Research, Internships, and Service Learning*: An internship is required for completion of the degree program. Every student is encouraged to seek summer employment in the construction industry, to provide a taste of real-world experience and an opportunity to work for a construction firm. While the department seeks to identify opportunities for internship positions, the responsibility for securing a position rests with each student.
- *Department Scholarships*: A limited number of scholarships are available to eligible students.

- *Student Organizations/Associations:*
 - *Sigma Lambda Chi* is a national student honor society for recognition of outstanding students majoring in construction management. Membership is offered only to those students in the top twentieth percentile of their class. Each year the student chapter conducts community service activities.
 - *Associated Students in Construction (ASIC)* is an umbrella organization for several student chapters of national organizations: Associated General Contractors of America, National Association of Home Builders, Mechanical Contractors Association of America, and the National Electrical Contractors Association. Activities include professional guest lectures, field trips, attendance at professional meetings and seminars, and community service.

Department of Construction Management Continuation Policy

The Department of Construction Management wants every student admitted to be successful in the program. At the same time, the Department is responsible for upholding academic standards and making good use of limited resources. This continuation policy specifies the rules students must follow to make satisfactory progress in the major. In addition, we encourage our students to be proactive about seeking advice from their academic advisers or faculty for problems affecting performance or participation in the program.

All students are subject to general University policies regarding grades and credits. The University requires students to keep a 2.0 cumulative GPA; if a course is repeated, both grades are counted in the GPA. No course required for the degree may be taken S/NS. In addition, the Department requires a 2.5 cumulative GPA for all required upper division courses taken within the College of Built Environments and a grade of at least 2.0 in CM 431, Project Management II, which is the Department's Capstone Course.

Academic Advising

All construction management majors may seek academic advising as often as they wish but are encouraged to see an adviser at least once a year. Required advising appointments are:

- During any probation quarter, no later than the fifth week of instruction.
- Upon the request of an adviser or a faculty member. The Department wants to help students do well in the program. Students may be required to meet with an adviser or a faculty member to discuss performance or continuation in the major if a review of student records indicates a possible problem.

Satisfactory Progress

At the end of each quarter, the Department reviews the performance of all undergraduate students and assesses their academic standing. Students will be notified in writing of academic warning, probation, or drop as soon as practical after receiving the grade reports for the previous quarter. Each notice of

academic warning or probation will be noted in the student's file. The following sanctions may be rendered against a student whose academic performance falls below the Department's standard for making satisfactory progress.

Low Quarterly Grades: Students, who do not meet the low scholarship criteria but have a quarterly GPA below 2.5, receive written notification encouraging them to talk to an adviser about any academic difficulties that they are having. This is intended to help students solve academic problems before reaching low scholarship status.

Low Scholarship/Probation: Students will be placed on academic probation at the end of any quarter in which their cumulative GPA for upper division courses taken within the College of Built Environments falls below 2.5. Once on probation, the student is expected to maintain at least a 2.75 GPA for each succeeding quarter's work until the GPA for upper division college courses exceeds 2.5.

Drop: If a student does not maintain a 2.75 quarterly GPA while on probation, the student will be dropped from the construction management program and be coded as a pre-major.

Appeals: A student, who is dropped under this policy, may file a written appeal to the Department Chair within 15 working days after the drop letter was dated. The appeal should state the facts the student believes justify reconsideration and include supporting justification. The Chair will review the facts and render a decision within 15 working days after the appeal is received.

Monitoring Freshman Direct Admission and Early Admission Students

Admitted Freshman Direct and Early Admission students who fail to achieve a quarterly GPA of 3.0 at any time during their first 90 credits will be placed on academic warning and required to meet with an adviser. If the student's cumulative GPA drops below 2.7, the student will be placed on academic probation. Once on probation, the student is expected to maintain at least a 3.0 GPA for each succeeding quarter's work until the cumulative GPA exceeds 2.7. If the student does not maintain a 3.0 quarterly GPA while on probation, the student will be dropped from the construction management program and be coded as a pre-major. Once Freshman Direct and Early Admission students achieve Junior standing by credits, they will held to the Department's Satisfactory Progress standards.

Satisfactory Progress and the 210-Credit Rule

The University's satisfactory progress policy requires students to complete their undergraduate degree programs within 30 credits beyond the minimum required for the degree. Because the construction management degree requires 180 credits, students must generally complete their programs by the time they earn 210 credits. Undergraduate students who have completed over 210 credits will be notified by email that they have a hold placed on their registration, and that they will not be able to take further coursework until they have met with an adviser.

Student Conduct Code

Academic misconduct encompasses plagiarism, cheating on examinations or on individual project assignment, and theft or alteration of other's work on academic materials for the purpose of improving one's own grades or acquiring academic credit. Students accused of academic misconduct will be referred for disciplinary action pursuant to the University Student Conduct Code, Washington Administrative Code 468-120, (<http://www.washington.edu/students/handbook/conduct.html>).