

SYLLABUS

Course Title: Materials and Methods I

Course Prefix: ARC Course No.: 2273 Section No.: 01



"The most grandiose of designs lies fallow, unrealized and in a questionable state if it is never constructed."

"..the act of architecture is not finished when the design is done, but when the building is built. However, most students see, and are taught, that the design is the end product." Gerald Weisbach, FAIA

	Department: ☑ Architecture			
School of	☐ Construction Science			
I	☐ Art			
Architecture	☐ Digital Media Art			
	☐ Community Development			
Course Location:	Nathelyne Archie Kennedy Building, Room 233			
Class Meeting Days	Mondays and Wednesdays; 9:00-10:20 AM			
& Times:				
Catalog Description:	"(3-0) Credit 3 semester hours. Introduction to the properties and uses of natural and			
	manufactured building materials and the effect of the nature of materials upon design."			
Prerequisites:	NA NA			
Co-requisites:	NA NA			
Mode of Instruction:	□ Face-to-face □ On-line □ Hybrid			
Instructor:	Mahmud Hasan, PhD, PE, ASP			
	Adjunct Instructor			
Office Location:	School of Architecture, Room 247			
Office Telephone:	832-248-3770			
Email Address:	ahasan94@gmail.com			
U.S. Postal Service	Prairie View A&M University			
Address:	P.O. Box 519			
	Mail Stop 2100			
	Prairie View, TX 77446			
Office Hours:	Wednesday 10:20AM - 12:20PM. OTHER HOURS BY APPOINTMENT.			
	Students are advised to make appointments with the professor ahead of time and be specific with			
	the subject matter to be discussed. Students must be prepared for their appointment by bringing all applicable materials and information to the meeting.			
Virtual Office Hours:	applicable materials and information to the meeting.			
Required Text:	Fundamentals of Building Construction: Materials and Methods; Authors: Edward Allen and			
	Joseph Iano, Publisher: John Wiley & Sons, Inc.			
Optional Text:	Building Construction Illustrated: Authors: Francis D. K. Ching; Publisher: John Wiley & Sons, Inc.			
Recommended				
Text/Readings:				
Learning Resources	PVAMU Library:			
	Telephone: (936) 261-1500;			
	web: http://www.tamu.edu/pvamu/library/			
	Use the Reference Desk at the library where the staff is eager to guide your research. They can			

orient you to hard copies and on-line resources.

University Bookstore:

Telephone: (936) 261-1990

web: https://www.bkstr.com/Home/10001-10734-1?demoKey=d

The Writing Center

Telephone: (936) 261-3700

The Writing Center's goal is to provide a friendly, stress-free environment for students from all over campus to meet with a consultant and talk about writing of all types. They provide a responsive audience and advice from experienced writers in sessions generally lasting thirty to forty-five minutes. Sessions of this length offer time to work individually with students on any aspect of the writing process: from brain storming and drafting, to revising and proofreading. They will explore ways to improve a student's overall writing skills. They do NOT proofread or edit for students, but instead teach proofreading and editing techniques. Their goal is to: make a better writer for the long term.

Student Academic Success Center

Telephone: (936) 261-1040

Student Academic Success Center identifies academic and social roadblocks that interfere with persistence and timely graduation of PVAMU students. SASC informs campus-wide policies by staying current with retention literature and best practices. Further, SASC develops programs and services that are specifically aimed at continuing the academic success of the first year. We strive to provide PVAMU students with "Navigation to Graduation."

The Tutoring Center

John B. Coleman Library in Room 209

Telephone: (936) 261-1561

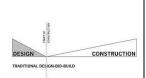
Hours: Monday through Thursday 12 pm to 9 pm and Friday from 8 am to 5 pm.

Email: <u>AEtutoring@pvamu.edu</u>

Open to all undergraduate students enrolled for credit in targeted PVAMU courses. offers help for:

- Microeconomics, Macroeconomics
- Management Information Systems
- History, Government
- Statistics, Basics Calculus II
- Psychology, Sociology
- English (Basics Freshman Comp II), Speech
- Spanish I&II
- Biology (Pre-Med, Pre-Nursing)
- Chemistry (Bio & Nursing Majors)
- Physics
- Materials & Science

Course Goals and Overview:



Arch-2273 will focus on basic building construction materials and methods encountered in professional practice. The primary emphasis (goal) is to help you to understand the architect's role in selecting and the general contractor's use of the appropriate materials. The student should improve their understanding of the technical aspects involved with project design and construction. The course objectives are:

o To learn the critical knowledge related to how construction materials should be selected and used.

o To understand the methods by which the general contractors and sub-contractors construct buildings.

Course Outcomes/Learning Objectives

This course is structured to assist the student meet the following criteria as established by the National Architectural Accreditation Board (NAAB). To view the entire list, go to the NAAB website, www. ab.org and view the '2004 NAAB Conditions for Accreditation'

the 2004 NAAD Conditions for Accreditation				
Performance Criteria	Ability	Understanding		
8. Western Traditions		X		
21. Building Envelope Systems		X		
24. Building Materials and Assemblies		X		
25. Construction Cost Control		X		

26. Technical Documentation	X
27. Client Role in Architecture	X

Course Requirements & Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

- Homeworks: Written homeworks designed to supplement and reinforce course material
- **Exams:** Written tests designed to measure knowledge of presented course material
- Project: Assignment designed to measure ability to apply presented course material
- Class Attendance/Participation: Daily attendance and participation in class discussions

D = 60–69 points; F = 59 points or below

Grading Matrix

Instrument	Comments	Total
Homeworks	Will be assigned after finishing every	5%
	chapter	
Quizzes	Will be announced at least a week	25%
	ahead	
Project	Will be announced. Consists of	10%
·	Presentations and Reports with Project	
	Abstract/Selection and Final Project	
Mid Term Exam	Will be announced at least few weeks	25%
	ago	
Class Attendance/Participation	Will be taken every class	5%
Final Exam	Will be announced at least few weeks	30%
	ago	
Total:		100%
Grade Determination:	A = 90-100 points	
	B = 80–89 points	
	C = 70-79 points	

Course Procedures

University Attendance Policy:

Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or assignment of a grade of "F." Absences are accumulated beginning with the first day of class.

Instructor's Attendance and Participation Policy

As a student in a professional practice course at Prairie View A&M University you are expected to attend each class. Class attendance is recorded on roll sheets that are circulated to record <u>your</u> name and signature. Since attendance is critical to the learning objectives and the class discussions, a 5% <u>involvement grade is awarded for each class period</u>. However, to gain an understanding of construction materials and installation methods, you must do more than just show up. Attentiveness is important. For example, showing up for class and then reading the newspaper will cause a deduction from your 5%. Other things that could cause you to lose points would be sleeping in class, working on other assignments in class, being late, being rude or being disruptive.

You are <u>not</u> in competition with your fellow classmates for involvement points. Participation and absences are accumulated beginning with the first day of class on **August 26**, 2019. If you do not come to class, you may assume that you have received zero (0) points for the class period unless you have a university approved excuse in one of the following classifications:

- 1. Participation in an activity appearing on the University authorized activity list.
- 2. Death or major illness in a student's immediate family.

- 3. Illness of a dependent family member.
- 4. Participation in legal proceedings that requires a student's presence.
- 5. Religious holy day.
- 6. Confinement because of illness.
- 7. Required participation in military duties.

If you miss class for one of these reasons, you must provide a memorandum plus supporting documentation to clear the absence from your record. These documents will be accepted for ONE WEEK AFTER THE ABSENCE HAS OCCURRED. There will be NO exceptions to this rule. This includes student-athletes who are to provide university forms for reporting absences to participate in approved competitions. Emails will not be accepted to clear these absences. After that, the involvement grade stands. If you have another reason other than these seven for being absent, you may submit a memorandum with supporting documentation requesting that the absence be removed from your record for ONE WEEK AFTER THE ABSENCE HAS OCCURRED. There will be NO exceptions to this rule. All requests will be reviewed and approved or disapproved based upon the justification that you provide in your memorandum. While other reasons for being absent are rarely approved; it is understood that you might feel that there is a higher priority that requires you to miss class. In accepting your decision to miss class, you must also be willing to accept the instructor's decision to not award you involvement points for the class or classes that are missed.

Personal Conduct

Students and faculty are expected to conduct themselves in ways that support individual learning and the learning of others. To that end members of the classroom community will conduct themselves in a professional and ethical manner to achieve these objectives. Any conduct construed to interfere with the learning opportunities of members of the class may result in the removal of the student from the class for that day. Repeated inappropriate conduct will result in permanent removal from the class. Based upon the fact that you are preparing for professional employment, you are expected to adhere to the following specific guidelines:

- During regular class periods <u>all students are expected to dress appropriately</u> in accordance with university regulations so that no disruptions in the learning experience will occur.
- 2. No hats or caps will be allowed to be worn in the classroom during class sessions. If you elect to wear a hat or cap during the lectures or class discussion, your decision will be respected. However you should also respect the instructor's decision to not award you daily participation points based upon that decision.
- Dress Code for Presentations: Professional dress is expected for all design and technical presentations in class. Failure to adhere to the guidelines posted by the instructor will result in a deduction of ten percent (10%) from your final presentation score.
- 4. No food or drink is allowed in the classroom at any time.
- 5. <u>Cellular telephones are to be turned off or put on silent ring tone</u> during the class period. Texting is strictly prohibited during the class period. No 'ear phone' units will be allowed. If your cell phone rings during the lecture or you are texting you are subject to losing all participation point for that class period.
- 6. <u>Laptops must emit no noise.</u> Make sure your laptop is warmed up and your battery charged before class starts. A laptop is allowed only for taking notes or accessing relevant course material during the class. Checking email, playing a game, messaging and other non-class related activities are not allowed at any time.
- 7. Harassment of your fellow students of any kind will not be tolerated.
- 8. No children, friends, family members or guests are allowed in the class without prior approval. Failure to adhere to this rule will result in a "0" for that class period.

Conduct of the Class and Care of the Facility

Please note the following rules for the conduct of the class.

- 1. Class will begin at the appointed time.
- 2. <u>Class is dismissed when so indicated by the instructor</u>. Students are expected to be on time and stay throughout the entire class period. Leaving the classroom before the class is dismissed without prior approval from the instructor will result in a loss of

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	participation for that class. 3. All class members are required to keep the classroom in a clean and orderly manner to facilitate the number of students using it each day. Failure to maintain the classroom as requested by the instructor will result in a deduction in participation points for all class members for that date of instruction.
	4. <u>Lecture Notes and Handouts</u> will be sent to your official university email. Handouts distributed during a class period will not be distributed at any other time. It is the student's responsibility to get a copy form another student or source.
Submission of	Assignments are due at the start of the class session. No late work will be accepted
Assignments:	without proper documentation.
Formatting	Microsoft Word is the standard word processing tool used at PVAMU. If you are using
Documents:	other word processors, be sure to save the document in either the Microsoft Word, Rich-
	Text, or plain text format.
Exam Policy:	Exams should be taken as scheduled. No makeup examinations will be allowed except
	under documented emergencies (See Student Handbook).
University Rules a	ind Procedures
Disability Statement	Students with disabilities, including learning disabilities, who wish to request accommodations in
(See Student	class should register with the Services for Students with Disabilities (SSD) early in the semester so
Handbook):	that appropriate arrangements may be made. In accordance with federal laws, a student requesting
	special accommodations must provide documentation of their disability to the SSD coordinator.
	Students should also inform the instructor of their need for accommodations immediately at the outset of the course so that a solution designed to being successful in class can be produced.
Academic	You are expected to practice academic honesty in every aspect of this course and all other courses.
Misconduct	Make sure you are familiar with your Student Handbook, especially the section on academic
(See Student	misconduct. Students who engage in academic misconduct are subject to university disciplinary
Handbook):	procedures.
Forms of Academic	1. Cheating: deception in which a student misrepresents that he/she has mastered information on
Dishonesty:	 an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations. 2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
	 Fabrication: use of invented information or falsified research. Plagiarism: unacknowledged quotation and/or paraphrase of someone else's words, ideas, or data as one's own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one's own work also constitutes plagiarism.
Nonacademic	The university respects the rights of instructors to teach and students to learn. Maintenance of these
Misconduct (See Student Handbook)	rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either: (1) the instructor's ability to conduct the class; (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.
Sexual misconduct	Sexual harassment of students and employers at Prairie View A&M University is unacceptable and
(See Student	will not be tolerated. Any member of the university community violating this policy will be subject to
Handbook):	disciplinary action.
Student Academic Appeals Process	Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.
Technical Conside	erations for Online and Web-Assist Courses
Minimum Hardware	Pentium with Windows XP or PowerMac with OS 9
and Software	-56K modem or network access
Requirements	-Internet provider with SLIP or PPP
	-8X or greater CD-ROM
	-64MB RAM -Hard drive with 40MB available space -15" monitor, 800x600, color or 16 bit
	-Sound card w/speakers

	-Microphone and recording software -Keyboard & mouse -Netscape Communicator ver. 4.61 or Microsoft Internet Explorer ver. 5.0 /plug-ins -Participants should have a basic proficiency of the following computer skills: -Sending and receiving email -A working knowledge of the Internet -Proficiency in Microsoft Word -Proficiency in the Acrobat PDF Reader -Basic knowledge of Windows or Mac O.S.
Netiquette (online etiquette):	Students are expected to participate in all discussions and virtual classroom chats when directed to do so. Students are to be respectful and courteous to others in the discussions. Foul or abusive language will not be tolerated. When referring to information from books, websites or articles, please use APA standards to reference sources.
Technical Support:	Students should call the Prairie View A&M University Helpdesk at 936-261-2525 for technical issues with accessing your online course. The helpdesk is available 24 hours a day/7days a week. For other technical questions regarding your online course, call the Office of Distance Learning at 936-261-3290 or 936-261-3282
Communication Expectations and Standards:	All emails or discussion postings will receive a response from the instructor, usually within 48 hours. Urgent emails should be marked as such. Check regularly for responses. You can send email anytime that is convenient to you, but the instructors will check their email messages continuously during the day throughout the work-week (Monday through Friday) during normal office hours. Instructors should respond to email messages during the work-week by the close of business (5:00 pm) on the day following their receipt of them. Emails received on Friday will be responded to by the close of business on the following Monday.

ACCREDITATION/ASSESSMENT CRITERIA Table No. 1-NAAB CRITERIA

This course is structured to assist the student meet the following criteria shown in **Table No. 1** as established by the National Architectural Accreditation Board (NAAB). To view the entire list, go to the NAAB website, www.naab.org and access "2014 NAAB Conditions for Accreditation."

Performance Criteria:	Ability ☑	Understanding ☑	Cours	se Learning O Competencio (T, R, I)	
			Т	R	I
			Taught	Reinforced	Utilized/
					Integrated
REALM A: Critical Thinking and Representation					
A.1. Professional Communication Skills (Ability)					
A.2. Design Thinking Skills (Ability)					
A.3. Investigative Skills (Ability)					
A.4. Architectural Design Skills (Ability)					
A.5. Ordering Systems (Ability)					
A.6. Use of Precedents (Ability)					
A.7. History and Global Culture (Understanding)					
A.8. Cultural Diversity and Social Equity (Understanding)					
REALM B: Building Practices, Technical Skills, and	d Knowle	edge			
B.1. Pre-Design (Ability)					
B.2. Site Design (Ability)					
B.3. Codes and Regulations (Ability)					
B.4. Technical Documentation (Ability)					
B.5. Structural Systems (Ability)					
B.6. Environmental Systems (Ability)					
B.7. Building Envelope Systems and Assemblies (Understanding)					
B.8. Building Materials and Assemblies (Understanding)					
B.9. Building Service Systems (Understanding)					
B.10. Financial Considerations (Understanding)					
REALM C: Integrated Architectural Solutions					
C.1. Research (Understanding)					
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C.2. Integrated Evaluations and Decision-Making Design Process (Ability)			
C.3. Integrative Design (Ability)			
REALM D: Professional Practice			
D.1. Stakeholder Roles in Architecture (Understanding)			
D.2. Project Management (Understanding)			
D.3. Business Practices (Understanding)			
D.4. Legal Responsibilities (Understanding)			
D.5. Professional Conduct (Understanding)			

ACCREDITATION/ASSESSMENT CRITERIA TABLE 2: ACCE O	RITERIA			
This course is structured to assist the student meet the following criteria	shown in Ta	ble No. 1 as es	stablished by	
the American Council for Construction Education (ACCE) Standards an	d Criteria fo	r Accreditation.		
entire list, go to the ACCE website, www.acce-hq.org and view the "Accre	editation Pro	cedures."		
Course Learning Outcomes:		Competencie	es	ACCE
		(T, R, I)		
	Т	R	ı	Α
	Taught	Reinforced	Utilized/ Integrated	Assessed
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				
6. Analyze professional decisions based on ethical principles.				
7. Analyze construction documents for planning and management of				
construction processes.				
8. Analyze methods, materials, and equipment used to construct projects.				
9. Apply construction management skills as a member of a multidisciplinary				
team.				
10. Apply electronic-based technology to manage the construction process.				
11. Apply basic surveying techniques for construction layout and control.				
12. Understand different methods of project delivery and the roles and				
responsibilities of all constituencies involved in the design and				
construction process.				
13. Understand construction risk management.				
14. Understand construction accounting and cost control				
15. Understand construction quality assurance and control.				
16. Understand construction project control processes.				
17. Understand the legal implications of contract, common, and regulatory				
law to manage a construction project.				
18. Understand the basic principles of sustainable construction .				
19. Understand the basic principles of structural behavior .				
 Understand the basic principles of mechanical, electrical and piping systems. 				

	COURSE OUTLINE: EVENT AND LECTURE SCHEDULE						
This schedule is subject to change as the semester proceeds in order to cover the most important material in the time allotted. Any revisions will be duly noted and announced in class. All referenced readings are taken from the required text.							
R	Registration/Assembly Dates		Dates exam posted	scores	will	be	

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*	Key	Dates	1	Holidays	
	Graduation Applications			Guest lectures	
	Date	s for Exams		Project Team Workshop	
		16 V	VEEK CALENDA	R	
Week One: Topic			ons and the course		
August 28-30, 2019			discussion	o Cynabac	
Chapter (s):		Chapter-1			
Assignment (s):			xtbook and begi	n reading Chapter-1, making	
University Events:	B	August 28-30, 2019	LATE REGISTRATIO	N/ADD-DROP COURSE PERIOD	
,	-	August 26- September 3, 2019	attend class during	ing Period (NS/SH) Students who do not g this period will have their courses cial aid reduced or cancelled	
		August 29, 2019 [Thursday]	Job Fair 10:00 am-2:00 pm; \(\) Ballroom, 2 nd Floor), \(\) Workshops: Resume Workshop Elevator Pitch w/ Social-Media Burs Professional Head Dress for Success	op a twist st (Reviewing Social Media) dshots s	
		August 30, 2019 [Friday]	Final Day to Register without late fee		
Week Two: Topic		Project dis	cussion		
September 2-6, 201	19	•	discussion		
Chapter (s):		Chapter-1			
Assignment (s):			Chapter-1, makin	g buildings	
University Events:	R	September 2, 2019 [Monday]	1 LABOR DAY (U	Iniversity Closed)	
		September 4, 2019 [Wednesday]		ASSEMBLY: All students to attend. ; Time to be announced.)	
Week Three: Topic September 9-13 20		Chapter-2 discussion			
Chapter (s):		Chapter-2			
Assignment (s):		•	Chapter-2, Found	lations	
University Events:			·		

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	September 11, 2019 [Wednesday]	CENSUS DATE (12 TH CLASS DAY): COURSE RESERVATIONS CANCELLED FOR NON-PAYMENT.		
		LAST DAY TO WITHDRAW FROM COURSE WITHOUT ACADEMIC		
		RECORD. (Note: A Financial Record will still exist)		
		LATE DEADLINE FOR GRADUATING UNDERGRADUATES TO SUBMIT APPLICATION FOR TUITION REBATE		
	September 12, 2019 [Thursday]	NOTE! WITHDRAWAL FROM COURSES "WITH ACADEMIC RECORD" (W) BEGINS. END ON NOVEMBER 1, 2019.		
Week Four: Topic September 16-20, 2019	Chapter-3 discus	sion		
Chapter (s):	Chapter-3			
Assignment (s):	•	Chapter-3, Wood		
University Events:	September 18, 2019 [Wednesday]	SOA Construction Science Career Fair: 9:00 AM- 3:00 PM held in the Kennedy Architecture Building & Fabrication Center		
Week Five: Topic September 23-27, 2019	Chapter-8 discu	ssion		
Chapter (s):	Chapter-8			
Assignment (s):	-	Chapter-8, Brick Masonry		
University Events:	September 25, 2017 [Monday]	NOTE! 20TH CLASS DAY		
Week Six: Topic September 30-October 4, 2019	Chapter-9 discu	ssion		
Chapter (s):	Chapter-9	Chapter-9		
Assignment (s):	<u> </u>	Chapter-9, Stone and Concrete Masonry		
University Events:		,		
Week Seven: Topic October 7-11, 2019	Chapter-11 disc	ussion		
Chapter (s):	Chapter-11			
Assignment (s):		Chapter-11, Steel Frame Construction		
University Events:				
Week Eight: Topic October 14-18, 2019	Chapter-12 discussion, Mid Term Review			
Chapter (s):	Chapter-12			
Assignment (s):	Begin reading Chapter-12, Light Gauge Steel Frame Construction, Review all the materials for Mid Term			
University Events:				
Mid-Term Exam 🎤	October 17-19,	2019		
Week Nine: Topic October 21-25, 2019	Chapter-13			
Chapter (s):	Chapter-13			
Assignment (s):	-	Chapter-13, Concrete construction		
1 - 3 - 3 - 3 - 1 - 1 - 1	_ begin reading c	maptor 10, octionote constituction		

University Events:	October 22, 2019 [Tuesday]	MID-TERM EXAM GRADES DUE	
Week Ten: Topic	Chapter-16 discussion		
October 28-November	•		
1, 2019			
Chapter (s):	Chapter-16		
Assignment (s):		Chapter-16, Roofing	
University Events:	October 31, 2019 [Thursday]	Final Date to Apply for Fall 2019 Graduation (ceremony participation)	
	November 1, 2019 [Friday]	Application for Graduation-Degree Conferral only for Fall 2019 Graduation Begins (no ceremony participation or name listed in the program) Final Day to Withdraw from Course(s) with Academic Record ("W")	
Week Eleven: Topic November 4-8, 2019	Chapter-17 discussion		
Chapter (s):	Chapter-17		
Assignment (s):	Begin reading Chapter-17, Glass and Glazing		
University Events:			
Week Twelve: Topic November 11-15, 2019	Chapter-18 and Chapter-19 discussion		
Chapter (s):	Chapter-18 and	Chapter-19	
Assignment (s):	Begin reading Chapter-18 and Chapter-19, Windows and Doors, Designing Cladding Systems		
University Events:	November 11, 2019 [Tuesday]	NOTE! Priority Registration for continuing students for Spring and Summer semesters	
Week Thirteen: Topic November 18-22, 2019	Chapter-21 discussion		
Chapter (s):	Chapter-21		
Assignment (s):	Begin reading Chapter-21, Cladding with Metal and Glass		
University Events:			
Week Fourteen: Topic November 25-29, 2019	Chapter-22 and Chapter-23 discussion		
Chapter (s):	Chapter-22 and Chapter-23		
Assignment (s):	Begin reading Chapter-22 and Chapter-23, Selecting Interior Finishes, Interior Walls and Partitions		
University Events:	November 28-29, 2019 [Thursday- Saturday]	NOTE! THANKSGIVING DAY (UNIVERSITY CLOSED)	
Week Fifteen Topic December 2-8, 2019	Final Exam Review		
Chapter (s):			
Assignment (s):			
University Events:	December 2-3, 2019 Course Review Days	Classes must convene and instructors will prepare students for final exams. Last day of class for Fall Semester 2019 is DECEMBER 3rd!	
ADCH 2272	_	LAST day of class for Fall defliester 2019 is DECEMBER SIG.	

	December 3, 2019 [Tuesday]	Final Day to Submit Application for Tuition Rebate for Fall Graduation 2019 (Undergraduate Candidates) Final Day to Apply for Degree Conferral only for Fall 2019 Graduation (no ceremony participation or name listed in the program)	
		Final Day to Withdraw from the University (from all courses) for the Fall 2019 16-week	
Week Sixteen			
	December 4-10, 2019 [Wednesday- Tuesday]	FINAL EXAMINATION PERIOD	
	December 12, 2019 [Thursday]	FINAL GRADES DUE FOR GRADUATION CANDIDATES (12:00 p.m.) – Fall 2019 16-week session	
<u> </u>	December 14, 2019 [Saturday]	COMMENCEMENT	
	December 17, 2019 [Tuesday]	FINAL GRADES DUE FOR ALL STUDENTS	

In order to assure that you have read over this entire document you are required to sign the Statement of Agreement on the final page of the syllabus and return it at the start of the second class period. This will be our contract that you have read over the entire syllabus and that you understand what is expected of you in this class.

STATEMENT OF AGREEMENT

indicates my personal commitment to meeting	the course objectives and su	cceeding in this educational endeavor
Signature-Student		
Student name (Please print neatly)	Student ID #	Date
Signature-Instructor	<u> </u>	
Instructors name		Date
RETURN THIS PAGE FROM THE SYLENROLI	LLABUS TO THE INSTRU	
□ RECEIVED WITH STUDENT'S SIGNATUI	RE:	
☑ ENTERED INTO GRADE BOOK:		

I have read the Course Syllabus for ARCH 2273 for the Fall Semester 2019, including the Class Lecture and Event Schedule, and agree to abide by the conditions for the class as spelled out in this document. My signature