

**M.E. Rinker Sr. School of Building Construction
University of Florida
Gainesville, Florida 32611-5703 USA**

BCN 6933 Construction Human Resources (3 Credits)

An Online Summer C Course

Syllabus

WEBSITE: This course uses the University of Florida Canvas course management system at <http://elearning.ufl.edu>

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OVERVIEW

Prerequisites: Admission to Rinker School Graduate Program.

Description: Leadership principles for construction professionals, ethical issues in construction, teambuilding and coaching techniques

Keywords: Leading, decision making, organizing, leading, controlling, conflict resolution, ethics

Method: Lectures, reports, projects, role playing, simulations,

Objective: Upon completion of this course student will have an understanding of the principles of leading and managing construction organizations and the ethical foundation needed for effective leadership and management. Students will learn basic skills such as effective communications, time management, and conducting meetings. Key, more advanced skills such as teambuilding and coaching will also be covered.

GENERAL DIRECTIONS

- a. The syllabus for BCN 6933, Construction Human Resources, describes the requirements for each of the 12 weeks of this course, the student assignments, and the grading scheme.
- b. BCN 6933 is an online Summer C course that is conducted over the 12 weeks of the summer semester.
- c. The grades for this course are based on quizzes, written assignments, a leadership book report, and a leadership profile report.

(1) Each student is responsible for completing the assigned readings and other assigned activities each week by the end of each week. Note that each week of the course begins on a Monday and ends Sunday at midnight.

(2) Online quizzes are worth 20 points each, the deadline for taking each quiz is Sunday at 11:59 pm of each week. Note that each week of the course begins on a Monday at 8:00 am EST. You may take each Quiz anytime during the week in which it is assigned. **You will have 20 minutes maximum to complete the Quiz once you start. You will have only one attempt for each Quiz.**

- d. There will be a one week break in the middle of the course corresponding to the end of Summer A and the beginning of Summer B.

Honor Policy: The Rinker School enforces the Honor Code rigorously and the penalty for academic dishonesty could be an automatic E for the course.

Late Assignments: A 40% deduction will be imposed for assignments up to 24 hours late. Assignments more than 24 hours late will receive no credit.

INSTRUCTOR CONTACT INFORMATION

Charles J. Kibert
342 Rinker Hall
o: 352-273-1189
c: 352-262-2689
ckibert@ufl.edu

Please contact the instructor for an appointment via email. **REQUIRED TEXTBOOKS**

(1) *The Leadership Challenge*, 6th Edition, James M. Kouzes and Barry Z. Posner, Hoboken, NJ: John Wiley & Sons, 2017.

(2) *Leaders Eat Last*, Simon Sinek, New York: Penguin Group, 2017

(3) *Student Leadership Practices Inventory Self Online*, James M. Kouzes and Barry Z. Posner, available online at a cost of \$7.00, <http://www.studentleadershipchallenge.com/Assessments.aspx>

GRADING

Overview: The course requirements comprise three tests and a course project. The maximum point value of each of these requirements is shown below. Note that missed classes and missed Self-Assessment assignments could result in point deductions.

Weekly Assignments:	50 points x 12
Leadership Profile Report:	100 points
Leadership Book Report:	100 points
Weekly Quizzes:	20 points (each) x 11
Total Points Achievable	1020 points

NOTES :

(1) All Assignments and Quizzes are Due by Sunday 11:59 pm EST each week

(2) There is no Module 1 Quiz.

(3) You will have 30 minutes to take each Quiz once you start the Quiz.

(4) You will have ONE attempt only for each Quiz, there are no retakes for Quizzes.

Grading: The final student grade will be a letter grade based on the percentage of the Total Points Achievable. Numeric grades are rounded up or down to obtain a whole number of points.

94-100	A
90-93.9	A-
87-89.9	B+
84-86.9	B
80-83.9	B-
77-79.9	C+
74-76.9	C
70-73.9	C-
67-69.9	D+
64-66.9	D
60-63.9	D-
< 60	E

Grading Method: Grading will be based foremost on the test results and the quality of submissions by the students. More information on grades and grading policies is here:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Students with Disabilities: Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Course Evaluations: Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>

Materials and Supplies Fees: There are no additional fees for this course.

University Honesty Policy: UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conducthonor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Counseling and Wellness Center: Contact information for the Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx>, 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Week	Date	Subject	Readings	Quiz and Assignment
1	5.11	Course Introduction, Overview, and Requirements	Module 1 (Home Page of Course)	Module 1 Assignment
2	5.18	Introduction to the Five Practices of Leadership	Module 2 (Home Page of Course)	Module 2 Quiz and Assignment
3	5.25	Practice 1: Model the Way	Module 3 (Home Page of Course)	Module 3 Quiz and Assignment
4	6.1	Practice 2: Inspiring a Shared Vision	Module 4 (Home Page of Course)	Module 4 Quiz and Assignment
5	6.8	Practice 3: Challenge the Process	Module 5 (Home Page of Course)	Module 5 Quiz and Assignment
6	6.15	Practice 4: Enable Others to Act	Module 6 (Home Page of Course)	Quiz 6 and Assignment; Leadership Profile Report Due 21 June 2020
	6.21-7.3	Summer Break		
7	7.6	Practice 5: Encourage the Heart	Module 7 (Home Page of Course)	Quiz 7 and Assignment
8	7.13	Summary of the Leadership Challenge	Module 9 (Home Page of Course)	Quiz 8 and Assignment
9	7.20	Leader's Eat Last Part 1	Module 9 (Home Page of Course)	Quiz 9 and Assignment
10	7.27	Leader's Eat Last Part 2	Module 10 (Home Page of Course)	Quiz 10 and Assignment
11	8.3	Leader's Eat Last Part 3	Module 11 (Home Page of Course)	Quiz 11 and Assignment
12	8.11	Leader's Eat Last Part 4	Module 12 (Home Page of Course)	Quiz 12 Assignment Leadership Book Report Due 9 August 2020