
COURSE SYLLABUS

Computer Aided Drafting & Design
Industrial Technology Department
Technical Education Division
South Plains College
Levelland Campus

Instructor: Jason R. Bush, AIA
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Office Hours: T/Th: 8:00am-10:30am
F: 8:00am-12:00pm (by appt.)

COURSE INFORMATION

COURSE NUMBER	DFTG-2338-001
COURSE TITLE	Final Project – Advanced Drafting
PREREQUISITE(S)	This course may only be taken in the student’s last semester of Computer Aided Drafting and Design course work.
LOCATION	TA 207B
MEETING TIME	M/W 2:50P – 5:30P
TEXTBOOK	None
DESCRIPTION	This is a drafting course in which students participate in a comprehensive project from conception to conclusion. This course is considered the Capstone course for the CADD program.
SCOPE	The scope of <u>Final Project – Advanced Drafting</u> will be for sixteen weeks, which will include two (2) hours of lecture per week and four (4) hours of laboratory experience per week, for a total of ninety-six (96) contact hours per semester.
COURSE OUTCOMES	Conceptualize, design and present a complete project in a prescribed discipline. Integrate problem solving and related technologies to identify solutions; use discipline specific industry standards, and produce documentation.
COURSE OUTLINE	<ol style="list-style-type: none">1) Project selection, scope, and requirements2) Define project need, industry standards and precedents/case studies3) Project concept design and evaluation4) Diagrammatic Plans, Working Drawings and Revisions5) Submittal of written document designed by instructor based on project selection and scope6) Submittal of set of working drawings or construction documents7) Presentation given by students to a panel of faculty, peers and other industry professionals

GRADING

WEIGHTS			SCALE		
Attendance	20%		A	90 – 100%	
Group Participation	20%		B	80 – 89%	
Written Document	20%		C	70 – 79%	
Working Drawings	20%		D	60 – 69%	
Presentation	20%		F	59% or Below	

ATTENDANCE	Student must demonstrate their professionalism by being on-time and on-task.
PARTICIPATION	Since the Final Project is collaborative in nature, students must demonstrate their ability to work well in a team setting.
WRITTEN DOCUMENT	The written document must follow appropriate and acceptable formats, language and presentation for the industry-specific project chosen.
WORKING DRAWINGS	A complete set of working drawings must be submitted that demonstrate a working knowledge of all drafting/drawing standards, concepts and principles.
PRESENTATION	Final Presentation will be graded on professionalism, knowledge of project and ability to convey project to the panel.

CLASSROOM POLICIES

DISCLAIMER	The instructor reserves the right to amend any class policies or syllabus content as deemed necessary by South Plains College and will announce such changes ahead of time to the class. If a student has any questions about a change in policy, they have the right to discuss said change with the instructor.
ATTENDANCE	<p>Three absences, for any reason are allowed per semester. Tardies, defined as not being present in class within 5 minutes of the start of class, will count as ½ absence. Your grade will drop one letter grade per each absence over the allowable limit. Six absences will be grounds for the instructor to drop the student from the course.</p> <p>If a student has not participated in a course(s) in any form for a minimum of 3 weeks, without any communication from the student and is earning a solid “F”, an administrative withdrawal will be considered. The student will be contacted and encouraged to initiate a student withdrawal. After an additional week, faculty will initiate an administrative withdrawal.</p>
WITHDRAWAL	Any student wishing to drop this class should go through the proper procedure of initiating the withdrawal by obtaining a drop form from the Registrar's Office. This form must be signed by the instructor.
OTHER POLICIES	<p>Food and drink will be allowed at a student’s workstation as long as computers are not affected in a negative way. All drinks must be stored away from computer so as not to damage any component. All workstations must be thoroughly cleaned before a student leaves class.</p> <p>Music is allowed in the classroom during lab time as long as it is played through headphones.</p> <p>Cellphones are permitted during lab time when used directly for research or class initiatives. If your cell phone rings, please excuse yourself from the class to address the call.</p> <p>Students should adhere to all other standards established in the SPC Catalog found under <i>Student Conduct</i>.</p>

ACCOMMODATIONS

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement

Any students who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make and necessary arrangements. Students must present appropriate verification from the SPC Disability Service Office during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodations until appropriate verification from the SPC Disability Service Office has been provided. For more information, you may contact the Disability Services Office (located in the Health & Wellness Center) at [806-716-2529](tel:806-716-2529) or visit <http://www.southplainscollege.edu/health/disabilityservices.php>

Equal Opportunity, Harassment, and Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number [806-716-2360](tel:806-716-2360).

South Plains College is dedicated to providing a safe and equitable learning environment for all students. Discrimination, sexual assault, and harassment are not tolerated by the college. The Health and Wellness Center offers confidential support ([806-716-2529](tel:806-716-2529)) and Voice of Hope has a 24-hour hotline ([806-763-7273](tel:806-763-7273)). You are encouraged to report any incidents online at <http://www.southplainscollege.edu/about/campussafety/complaints.php>

Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth been within six months, under Title IX you have a right to reasonable accommodations to help continue your education. Students who wish to request accommodations must contact the Health and Wellness Center at [806-716-2529](tel:806-716-2529) to initiate the process.

Title IX Sexual and Gender-based Misconduct Statement

South Plains College is committed to maintaining a positive learning, working and living environment and will not tolerate acts of sexual harassment or sexual violence or related retaliation against or by any employee or student. When sexual harassment or sexual violence has occurred and is brought to the attention of a Title IX official, SPC will take steps to end the harassment or violence, prevent its re-occurrence and address its effects. For more information, view the sexual and gender-based misconduct policy.

COVID Statement

Consistent with the latest CDC recommendations, we have revised our guidance for students, faculty, and staff who have a known exposure or have tested positive. Anyone with a known exposure should wear a mask for 10 days and should seek a COVID-19 test on day five after exposure. If you test positive or develop symptoms, you should immediately self-isolate and seek a COVID-19 test. Please immediately notify your instructor, supervisor, and DeEtte Edens, Associate Director of Health and Wellness, any time you test positive for COVID-19. Anyone who tests positive is required to self-isolate for five days. Following the five-day isolation period, if you are asymptomatic or your symptoms are resolving, you may return to work or class but should wear a mask for five additional days. If you are still symptomatic, please contact DeEtte Edens at dedens@southplainscollege.edu or [806-716-2376](tel:806-716-2376) prior to your return date.

Campus Concealed Carry

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.