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University of Hawai'i
Code Request Form for Academic Programs

NEW OR MODIFIED SUBJECT CODE

Date: 8/7/2020

Requestor Contact Information

Name: Debie Amby
Title: Banner/Curriculum Specialist
Office/Dept: VCAA
Campus: UH Maui College
Email: debie@hawaii.edu
Phone: 984-3378

☒ New Subject Code Use at Institution
☐ Modify Subject Code Use at Institution

Institution: UH Maui College
Effective Term: Fall 2020

		Code (Max. Characters)	Description (30 characters max)	Check if requesting new code:
College	(2)	IN	Instructional	☐ See Banner form STVCOLL
Division	(4)	VT	Vocational/Technical	☐ See Banner form STVDIVS
Department	(4)	CTEC	Construction Technology	☐ See Banner form STVDEPT
Subject	(4)	FMGT	Facilities Management	☐ See Banner form STVSUBJ

Attachments

☒ Memo with appropriate campus approval (i.e. Campus Curriculum Committee, Vice Chancellor for Academic Affairs, etc.)

Verifications

Registrar:

Flora Mora (Print Name) | Signature | 8/19/20 (Date)

Financial Aid Officer:

Davileigh Naeole (Print Name) | Signature | 8/19/20 (Date)

For Community Colleges, verification of consultation with OVPCC Academic Affairs:

Della Teraoka (Print Name) | Signature | 9/25/2020 (Date)

UNIVERSITY of HAWAI'I®
MAUI COLLEGE

August 19, 2020

MEMORANDUM

TO: Donald O. Straney
Vice President for Academic Planning and Policy

FROM: Lui K. Hokoana
Chancellor

SUBJECT: Program Action at UH Maui College

I have approved the following program actions so that the necessary codes can be established in Banner. If you have any questions or concerns, please let me know. Thank you for your assistance.

NEW PROGRAM CODE
AAS-AMT2-ABRP (Auto Body Repair & Painting) Effective Term Fall 2020.
CA-AMT2-ABRP (Auto Body Repair & Painting) Effective Term Fall 2020.
CO-AMT2-AMHA (Heating & Air Conditioning) Effective Term Fall 2020.
CO-AMT2-AMSS (Suspension & Steering) Effective Term Fall 2020.
CA-CTEC-BUCO (Building Maintenance & Construction) Effective Term Fall 2020.
CA-CTEC-FMGT (Facilities Management) Effective Term Fall 2020.
CA-CTEC-FMEC (Facilities Mechanical) Effective Term Fall 2020.
CO-CTEC-ACM (Air Conditioning Maintenance) Effective Term Fall 2020.
CO-CTEC-FMGT (Facilities Management) Effective Term Fall 2020.
AS-CM-CFLM (Filmmaking) Effective Term Fall 2020.
AS-CM-GRAP (Graphic Design) Effective Term Fall 2020.
AS-CM-WEBD (Web Development) Effective Term Fall 2020.
CA-CM-CFLM (Filmmaking) Effective Term Fall 2020.
CA-CM-GRAP (Graphic Design) Effective Term Fall 2020.
CA-CM-WEBD (Web Development) Effective Term Fall 2020.
CO-HSER-YDPR (Youth Development Practitioner) Effective Term Fall 2020.
CO-NSCI-SCLT (Science Lab Technician) Effective Term Fall 2020.
CO-BTEC-CPRP (Career Preparation) Effective Term Fall 2020.

REPLACE PROGRAM CODE
CO-BUSM-EMKT (e-Marketing) Effective Term Fall 2017.

NEW SUBJECT CODE
HDFS (Human Development & Family Studies) Effective Term Fall 2020.
FMGT (Facilities Management) Effective Term Fall 2020.

CC: **Pearl Iboshi, Director of IRAO**
Tammi Oyadomari-Chun, UHCC Director of Academic Programs
Debra Nakama, Vice Chancellor of Student Affairs
Kahele Dukelow, Dean of Arts & Sciences
Laura Nagle, Dean of CTE
Kulamanu Ishihara, Assistant Professor, Counseling

310 W. Ka'ahumanu Avenue
Kahului, HI 96732-1617
Telephone: 808 984-3655
Fax: 808 984-3546
Website: www.maui.hawaii.edu

FMGT 100
Introduction to Building Maintenance and Construction
Approved | Fall 2020

Proposal Information

Workflow Status

Proposer

- ✔ **Clifford Rutherford (Submitter)**
  Submitted 3-18-2019

DEPARTMENT (CTE) \\ Curriculum Department Representative

- — Lawrence Martinson
- ✔ Clifford Rutherford
  Approved 3-18-2019

DEPARTMENT (CTE) \\ Department Chair

- ✔ **Thomas Hussey**
  Approved 3-18-2019

DEPARTMENT (CTE) \\ Curriculum Department Representative

- — Lawrence Martinson
- ✔ Clifford Rutherford
  Approved 3-18-2019

(CURRICULUM COMMITTEE CHAIRS) \\ CHAIRS

- ✔ **Timothy Marmack**
  Approved 5-13-2019
- ✔ **Lorelle A S Peros**
  Approved 5-13-2019

(ACADEMIC SENATE) \\ SENATE CHAIR

- — Rosemary Vierra
- ✔ Rosiana Azman
  Approved 5-14-2019

(ADMINISTRATION) \\ VCAA

- — Kaheleonolani Dukelow
- — Laura Nagle
- ✔ Jonathon McKee
  Approved 5-20-2019

(ADMINISTRATION) \\ *CHANCELLOR*

✔ **Lui Hokoana**
Approved 5-20-2019

(BANNER REVIEW/INPUT) \\ *BANNER SPECIALIST*

✔ **Debie Amby**
Approved 9-6-2019

(CATALOG & STAR INPUT) \\ *CATALOG SPECIALIST*

✉ Debie Amby

✉ Jean Pezzoli

(CATALOG & STAR INPUT) \\ *STAR GPS SPECIALIST*

✉ Christine Ishihara

✉ Shane Payba

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1) Start Date
Fall 2020

Subject Code
FMGT

Number
100

Title
Introduction to Building Maintenance and Construction

Linked Institution Subject Codes
No Course Matches

A. Proposal Details

A.1) Proposer Name(s)
Clifford Rutherford

A.2) Internal Proposal Date
1/28/19

A.3) Type of Proposal
New

A.4) General Education (Diversification) Consideration

A.5) Proposal Supporting Documents and Diversification Forms

A.6) Degrees and/or Certificates impacted by this action
CONSTRUCTION TECHNOLOGY AAS - REQUIREDCONSTRUCTION TECHNOLOGY CA - REQUIRED
CONSTRUCTION TECHNOLOGY CO - REQUIREDCONSTRUCTION TECHNOLOGY - ELECTIVE

A.7) Other affected Departments / Programs / Campuses
UH West Oahu BAS, FMGT concentration

A.8) Other affected departments/programs/campuses have been consulted
Yes

A.9) Please outline details of consultation
Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via telephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

A.10) Proposal Impact(s)
NONE

A.11) Reason/Justification for Proposal
Updating all "incomplete in Kuali" but current CTEC Program map course outlines from "Curriculum Central" database as modifications into Kuali Curriculum Management system as 100 level as unanimously recommended by both CTEC Advisory Committee and UHMC CTEC Department. Priority is given to entering courses that contribute to major curriculum submissions that will result in significant programmatic catalog changes to begin in Fall 2020.

The FMGT alpha and related curriculum is being adopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration.

Replaces MAIN 20 in the CTEC Program map.
CASLO updated to new Fall 18 form (see attached).

1. General Information

1.1) Title
Introduction to Building Maintenance and Construction

1.1a) Long Title
Introduction to Building Maintenance and Construction

1.2) Description
Introduces tools, materials, and safety for building maintenance and construction trades. Explores fundamentals of building systems and operations of the maintenance department.

1.3) Department
CTE

1.4) Crosslisted Course(s)

1.5) Previous Subject Code, Number, and Title
MAIN 20

1.6) Credit Options
Fixed

Fixed
2 credits

1.7) Repeatability

N/A

1.8) Grading Options
Audit (A)
Credit/No Credit (C)
Standard Letter A-F (L)

1.9) Prerequisites
None

1.10) Corequisites

1.11) Catalog Requisite Information
FMGT 100
Introduces tools, materials, and safety for building maintenance and construction trades. Explores fundamentals of building systems and operations of the maintenance department.
2 cr; 60hr. Lec/Lab, 2.5 TEs

1.12) Catalog Information
Based on UHMC 2018-19 Catalog: P. 44- Program Map: (See Attached Catalog Map Change); P. 129- Course Description: Remove MAIN 20; P. 117 Insert- FMGT 100 Course Description before Family Resources

1.13) Recommended Preparation
None

2. Content

2.1) Course Student Learning Outcomes (SLOs)
Use appropriate materials, tools, equipment, and procedures to carry out tasks performed on basic facility maintenance projects
Comp Ref (Example: C1, C3)

SLO 1
Linked Program Outcome

CTEC PLO 1: Use and maintain appropriate materials, tools, equipment, and procedures to carry out tasks performed on construction projects according to safety and industry standards. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Maintain a safe and healthy work site and final construction project
Comp Ref (Example: C1, C3)

SLO 2
Linked Program Outcome

CTEC PLO 1: Use and maintain appropriate materials, tools, equipment, and procedures to carry out tasks performed on construction projects according to safety and industry standards. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Employ measurement and building standards related to common maintenance projects
Comp Ref (Example: C1, C3)

SLO 3
Linked Program Outcome

CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Demonstrate and develop effective written and oral communication skills
Comp Ref (Example: C1, C3)

SLO 4
Linked Program Outcome

CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Identify and discuss current construction materials and processes
Comp Ref (Example: C1, C3)

SLO 5
Linked Program Outcome

CTEC PLO 1: Use and maintain appropriate materials, tools, equipment, and procedures to carry out tasks performed on construction projects according to safety and industry standards. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))

2.2) Course Competencies

Establish priority of work tasks
Aligns with Course SLO

SLO 1 SLO 2 SLO 4 SLO 5

Carry out and document work order systems
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 4 SLO 5
Explain the basic safety guidelines and rules for general workplace safety
Aligns with Course S..O

SLO 1 SLO 2 SLO 3 SLO 4 SLO 5
Explain the basic safety guidelines for working with and around electrical power tools and circuits
Aligns with Course SLO

SLO 2 SLO 3 SLO 5
Describe, select, and demonstrate the safe use of hand and power tools used by facilities maintenance technicians
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 5
Describe, select and install proper anchors, fasteners and adhesives necessary for a specific maintenance project
Aligns with Course SLO

SLO 1 SLO 3 SLO 5
Employ systematic diagnostic and troubleshooting practices
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 5
Test and analyze GFCI receptacles
Aligns with Course SLO

SLO 1 SLO 3
Repair and/or replace common electrical devices such as receptacles and switches
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 5
Repair and/or replace lighting fixtures, bulbs, and ballasts
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 5
Perform general interior and exterior carpentry maintenance
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 5
Prepare surfaces and work site for finishing including sanding, caulking, and protective covering of exposed surfaces
Aligns with Course SLO

SLO 1 SLO 2
Apply surface finishes with a brush and roller according to manufacturer recommendations and job specification
Aligns with Course SLO

SLO 1 SLO 2
Clean and store painting materials including brushes, rollers, and thinners according to manufacturer's specifications and OSHA regulations
Aligns with Course SLO

SLO 1 SLO 2 SLO 5
Identify, select, and demonstrate basic plumbing tools for specific applications
Aligns with Course SLO

SLO 1 SLO 2 SLO 5
Identify and select appropriate materials for residential plumbing repair
Aligns with Course SLO

SLO 1 SLO 3 SLO 5
Document building maintenance procedures and materials using the work order process
Aligns with Course SLO

SLO 1 SLO 3 SLO 4 SLO 5

3. College-wide Academic Student Learning Outcomes (CASLOs)

https://sites.google.com/a/hawaii.edu/curriculum-committee/uh-maui-college/forms

3.1) Creativity Level
Does Not Satisfy

3.2) Critical Thinking Level
Satisfy

3.3) Information Retrieval and Technology Level
Does Not Satisfy

3.4) Oral Communication Level
Does Not Satisfy

3.5) Quantitative Reasoning Level
Satisfy

3.6) Written Communication Level
Does Not Satisfy

3.7) Attach CASLO grid

- FMGT 100 CASLO.pdf

4. Recommended Course Content and Timeline

4.1) CONTENT

Content

1 Week: Introduction and measurement skills

2-3 Weeks: Building systems, structures, and materials

2-3 Weeks: Use of power tools and fasteners

1-3 Weeks: Exterior building systems and repairs

1-3 Weeks: Interior building systems and repairs

1 Week: Plumbing Systems

1 Week: Electrical systems

1 Week: Air conditioning and refrigeration systems

2-3 Weeks: Interior furnishings and materials

5. Text and Materials, Reference Materials, and Auxiliary Materials

5.1) TEXTBOOK (Include Author, Title, Edition, Publisher and Year Published)
Appropriate text(s) and materials will be chosen at the time the course is offered from those currently available in the field.

OER Example: Building Maintenance & Construction: Tools and Maintenance Tasks, Clifford Rutherford, http://pressbooks.oer.hawaii.edu/buildingmaint/, Publication Date: 2018, Outreach College University of Hawai`i at Manoa OER

Traditional Textbook Example: Residential Construction Academy: Facilities Maintenance, Standiford, 3rd Edition, ISBN: 9781133282433, Publication Date: 2014

Text may be supplemented with but not limited to videos, internet resources, workbooks, demonstration equipment and visual aids at the discretion of the instructor.

5.2) Additional resources and/or fees required for this course.
None

6. Delivery

6.1) Intended Offering Terms
Any

6.2) Maximum Enrollment
Other (Text field)

6.3) Schedule Types
Lecture/Lab

6.4) Basis for Teaching Equivalency
SHOP-24

6.5) Activities
Semester Type
Standard Semester (15 weeks)

Activity Type	Meetings/Week	Hours/Week	Credit Ratio	Contact Hours	Credits
Lecture			1:1	0	0
Lecture/Lab	1	4	1:2	60	2
Lab			1:3	0	0
	1	4		60	2

6.6) Teaching Equivalency (TE)/Workload Calculation
(4/24) x 15= 2.5 TEs

6.7) Proposal Summary
Updating all "incomplete in Kuali" but current CTEC Program map course outlines from "Curriculum Central" database as modifications into Kuali Curriculum Management system as 100 level as unanimously recommended by both CTEC Advisory Committee and UHMC CTEC Department. Priority is given to entering courses that contribute to major curriculum submissions that will result in significant programmatic catalog changes to begin in Fall 2020. FMGT 100 replaces MAIN 20 in the CTEC Program map.

At the recommendation of the CTEC Advisory Committee and the Maui Facilities Engineers Leadership Council, the FMGT alpha and related curriculum is being adopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration. Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via telephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

CASLO updated to new Fall 18 form (see attached).

Curriculum Committee (For Administrative Use Only)

1) Start Date

2) Type of Proposal
--

3) Curriculum Proposal Number

4) Special Topics Start Term

5) Special Topics End Term - Special Topics courses can be active for two years.

6) General Education (Diversification) Categories Approved

7) Diversification Forms (Signed) and other supporting documents.

8) GE Start Term

9) GET End Term (Designation is good for five years.)

10) Curriculum Committee notes

Banner Data Elements (For Administrative Use Only)

1) Long Title

1a) Transcript Title
Introduction to Building Maintenance and Construction

2) Description

3) Effective Term

4) Status
—

5) College
—

6) Division
—

7) Department
—

8) Approval Code
–

9a) CEU or Credit (Low)

9b) CEU or Credit Options
–

9c) CEU or Credit (High)

10a) Billing (Low)

10b) Billing Options
–

10c) Billing (High)

11a) Lecture (Low)

11b) Lecture Options
–

11c) Lecture (High)

12a) Lab (Low)

12b) Lab (Options)
–

12c) Lab (High)

13a) Other (Low)

13b) Other Options
–

13c) Other (High)

14a) Contact (Low)

14b) Contact Options
–

14c) Contact (High)

15) Repeatability

16) Course Level

17) Schedule Type

18) Workload

(4/24) x 15= 2.5 TEs

19) Grading Options

20) Default Grading Option Code

—

21) Prerequisites

None

22) Corequisites

23) Equivalent Course(s)

Course	Start Term	End Term

24) Degree Attribute

25) Course Text

Course Text

26) Scabase End term

27) Mutually Exclusive Course(s)

Course	Start Term	End Term

Banner Integration Flag

Banner Integration Results

Institutional Reporting Codes

—

Integration Partner Codes

Course URL

Learning Objectives

Banner Integration

Banner Integration Flag

Banner Integration Results

Course Fees

Fee Code Detail	Fee Code Amount

7. Course Dependencies

7.1) Dependencies

CO-CTEC-MAPL - CONSTRUCTION TECHNOLOGY - MAINTENANCE PLUMBING (CO)	View Programs >
AAS-CTEC - CONSTRUCTION TECHNOLOGY (AAS)	View Programs >
CA-CTEC-BUCO - CONSTRUCTION TECHNOLOGY- BUILDING MAINTENANCE AND CONSTRUCTION (CA)	View Programs >
CA-CTEC-FMEC - CONSTRUCTION TECHNOLOGY- FACILITIES MECHANICAL (CA)	View Programs >
CA-CTEC-FMGT - CONSTRUCTION TECHNOLOGY- FACILITIES MANAGEMENT (CA)	View Programs >

8. Attachments

- CTEC Catalog Pages (FA 20) All.pdf

FMGT 120
Introduction to Project Management

Approved | Fall 2020

Proposal Information

Workflow Status

Proposer

✔ **Clifford Rutherford (Submitter)**
Submitted 3-18-2019

DEPARTMENT (CTE) \ Curriculum Department Representative

– Lawrence Martinson

✔ Clifford Rutherford
Approved 3-18-2019

DEPARTMENT (CTE) \\ Department Chair

✔ **Thomas Hussey**
Approved 3-18-2019

DEPARTMENT (CTE) \\ Curriculum Department Representative

– Lawrence Martinson

✔ Clifford Rutherford
Approved 3-18-2019

(CURRICULUM COMMITTEE CHAIRS) \\ CHAIRS

✔ **Timothy Marmack**
Approved 5-13-2019

✔ **Lorelle A S Peros**
Approved 5-22-2019

(ACADEMIC SENATE) \\ SENATE CHAIR

– Rosemary Vierra

✔ Rosiana Azman
Approved 5-27-2019

(ADMINISTRATION) \\ VCAA

– Kaheleonolani Dukelow

– Laura Nagle

✔ Jonathon McKee
Approved 5-30-2019

Perkins grant funded

(ADMINISTRATION) \\ *CHANCELLOR*

✔ **Lui Hokoana**
Approved 5-30-2019

(BANNER REVIEW/INPUT) \\ *BANNER SPECIALIST*

✔ **Debie Amby**
Approved 9-6-2019

(CATALOG & STAR INPUT) \\ *CATALOG SPECIALIST*

- Debie Amby
- Jean Pezzoli

(CATALOG & STAR INPUT) \\ *STAR GPS SPECIALIST*

- Christine Ishihara
- Shane Payba

---

1) Start Date
Fall 2020

Subject Code
FMGT

Number
120

Title
Introduction to Project Management

Linked Institution Subject Codes
No Course Matches

A. Proposal Details

A.1) Proposer Name(s)
Clifford Rutherford

A.2) Internal Proposal Date
1/28/19

A.3) Type of Proposal
New

A.4) General Education (Diversification) Consideration

A.5) Proposal Supporting Documents and Diversification Forms

A.6) Degrees and/or Certificates impacted by this action
CONSTRUCTION TECHNOLOGY AAS - REQUIREDCONSTRUCTION TECHNOLOGY CA - ELECTIVE
CONSTRUCTION TECHNOLOGY CO - REQUIREDCONSTRUCTION TECHNOLOGY - ELECTIVE

A.7) Other affected Departments / Programs / Campuses
UHWO BAS FMGT Concentration

A.8) Other affected departments/programs/campuses have been consulted
Yes

A.9) Please outline details of consultation
Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via telephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

A.10) Proposal Impact(s)
Teaching (lecturer, overload, etc)

A.11) Reason/Justification for Proposal
At the recommendation of the CTEC Advisory Committee and the Maui Facilities Engineers Leadership Council, the FMGT alpha and related curriculum is being adopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses in order to meet industry and workforce demand for curriculum to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration.

1. General Information

1.1) Title
Intro to Project Management

1.1a) Long Title
Introduction to Project Management

1.2) Description
Introduces concepts and principles for the planning and management of major facility operations, renovation, and construction projects. Develops project management skills and explores best practices for planning and implementation processes to include: stakeholder engagement, budget and risk assessment and controls, scheduling, resource allocation and acquisition, and project closing.

1.3) Department
CTE

1.4) Crosslisted Course(s)

1.5) Previous Subject Code, Number, and Title

1.6) Credit Options
Fixed

Fixed
3 Credits

1.7) Repeatability

N/A

1.8) Grading Options
Audit (A)
Credit/No Credit (C)
Standard Letter A-F (L)

1.9) Prerequisites

- ENG 100 with grade C or better, and MATH 75X with grade C or better or placement at least MATH 100, or consent.

1.10) Corequisites

1.11) Catalog Requisite Information
FMGT 120
Prereq: ENG 100 with grade C or better, and MATH 75X with grade C or better or placement at least MATH 100, or consent.
Introduces concepts and principles for the planning and management of major facility operations, renovation, and construction projects. Develops project management skills and explores best practices for planning and implementation processes to include: stakeholder engagement, budget and risk assessment and controls, scheduling, resource allocation and acquisition, and project closing. 3cr; 45hr lec, TE 3.00

1.12) Catalog Information
Based on UHMC 2018-19 Catalog: P. 44- Program Map: (See attached Catalog Map Change); P. 117 Insert- FMGT 120 Course Description before Family Resources (See attached course description pages)

1.13) Recommended Preparation
None

2. Content

2.1) Course Student Learning Outcomes (SLOs)
Plan and manage facility and construction projects
Comp Ref (Example: C1, C3)

SLO 1
Linked Program Outcome

CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY - SAFETY (CPD))
CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Analyze data to develop and support effective management strategies
Comp Ref (Example: C1, C3)

SLO 2
Linked Program Outcome

CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY - SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Create acurate documentation of construction and facility management projects
Comp Ref (Example: C1, C3)

SLO 3
Linked Program Outcome

CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY - SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))

2.2) Course Competencies
Identify project management processes and models
Aligns with Course SLO

SLO 1 SLO 2
Summarize the phases of project management
Aligns with Course SLO

SLO 1 SLO 2 SLO 3
Give examples of desirable facility and project management skills
Aligns with Course SLO

SLO 1 SLO 2 SLO 3
Identify benefits and risks of delegation
Aligns with Course SLO

SLO 1 SLO 2
Distinguish how project management differs from regular facility management duties
Aligns with Course SLO

SLO 1
Identify and engage project stakeholders
Aligns with Course SLO

None
Evaluate and plan strategies for effective communication and reporting
Aligns with Course SLO

SLO 1 SLO 2 SLO 3
Compare, select and administer construction contract models based on project needs and requirements
Aligns with Course SLO

SLO 1 SLO 2
Review financial plans and feasibility studies for major projects
Aligns with Course SLO

SLO 2
Create and oversee specifications and scope of work (SOW) statements for projects
Aligns with Course SLO

SLO 1 SLO 3
Select and implement policies, procedures, and best practices for facility and project management
Aligns with Course SLO

SLO 1 SLO 2 SLO 3

Identify and analyze project resources to include: baseline data on project scope, vendors, labor and materials costs, quality, space planning, scheduling and performance measurement; benchmarking, cost estimating, risk, process measurement data, and lessons learned to manage and generate contingency plans

Aligns with Course SLO

SLO 1 SLO 2

Create project schedules with scheduling tools such as bar charts, network diagrams, and other software recognized by the construction and facilities engineering trades

Aligns with Course SLO

SLO 1 SLO 2 SLO 3

Identify methods for procurement management and documenting budget costs and controls

Aligns with Course SLO

SLO 1 SLO 3

Compare and develop material and vendor resources for the planning and completion of projects

Aligns with Course SLO

SLO 1 SLO 2 SLO 3

Assess and employ strategies for risk management to include budget and resource planning, verification of licensing, insurance, and credentials

Aligns with Course SLO

SLO 1 SLO 2

Identify sustainability issues, practices, and organizations related to construction and facilities project management

Aligns with Course SLO

SLO 1 SLO 2

Accept deliverables or occupy space

Aligns with Course SLO

SLO 1 SLO 3

Close contracts and/or projects, and evaluate the outcomes

Aligns with Course SLO

SLO 1 SLO 2 SLO 3

3. College-wide Academic Student Learning Outcomes (CASLOs)

https://sites.google.com/a/hawaii.edu/curriculum-committee/uh-maui-college/forms

3.1) Creativity Level
Satisfy

3.2) Critical Thinking Level
Satisfy

3.3) Information Retrieval and Technology Level
Satisfy

3.4) Oral Communication Level
Satisfy

3.5) Quantitative Reasoning Level
Satisfy

3.6) Written Communication Level
Satisfy

3.7) Attach CASLO grid

- FMGT 120 CASLO.pdf

4. Recommended Course Content and Timeline

4.1) CONTENT

Content

Topic: Project Identification and Structure

Content

Topic: The Project Team

Topic: Communications for Projects

Topic: Project Management Responsibilities

Topic: Data Analysis for Project Planning

Topic: Material and Vendor Resources

Topic: Procurement, and Contracts

Topic: Scheduling

Topic: Project Documentation, Planning and Reporting Tools

Topic: Closing Projects and Evaluating Outcomes

Topic: Case Studies

5. Text and Materials, Reference Materials, and Auxiliary Materials

5.1) TEXTBOOK (Include Author, Title, Edition, Publisher and Year Published)
Appropriate text(s) and materials will be chosen at the time the course is offered from those currently available in the field. Text may be supplemented with but not limited to videos, internet resources, workbooks, demonstration equipment and visual aids at the discretion of the instructor.

Example:
Project Management
By Adrienne Watt
Pub Date: 2014
Publisher: BCcampus
https://open.umn.edu/opentextbooks/textbooks/project-management

5.2) Additional resources and/or fees required for this course.
None

6. Delivery

6.1) Intended Offering Terms
Any

6.2) Maximum Enrollment
35 (Standard Lecture)

6.3) Schedule Types
Lecture

6.4) Basis for Teaching Equivalency
LECTURE-15

6.5) Activities
Semester Type
Standard Semester (15 weeks)

Activity Type	Meetings/Week	Hours/Week	Credit Ratio	Contact Hours	Credits
Lecture	1	3	1:1	45	3
Lecture/Lab			1:2	0	0
	1	3		45	3

Activity Type	Meetings/Week	Hours/Week	Credit Ratio	Contact Hours	Credits
Lab			1:3	0	0
	1	3		45	3

6.6) Teaching Equivalency (TE)/Workload Calculation

3/15 x 15= 3.0 TEs

6.7) Proposal Summary

At the recommendation of the CTEC Advisory Committee and the Maui Facilities Engineers Leadership Council, the FMGT alpha and related curriculum is being adopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses in order to meet industry and workforce demand for curriculum to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration. Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via telephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

Curriculum Committee (For Administrative Use Only)

1) Start Date

2) Type of Proposal

–

3) Curriculum Proposal Number

4) Special Topics Start Term

5) Special Topics End Term - Special Topics courses can be active for two years.

6) General Education (Diversification) Categories Approved

7) Diversification Forms (Signed) and other supporting documents.

8) GE Start Term

9) GET End Term (Designation is good for five years.)

10) Curriculum Committee notes

Banner Data Elements (For Administrative Use Only)

1) Long Title

1a) Transcript Title

Intro to Project Management

2) Description

3) Effective Term

4) Status
—

5) College
—

6) Division
—

7) Department
—

8) Approval Code
–

9a) CEU or Credit (Low)

9b) CEU or Credit Options
–

9c) CEU or Credit (High)

10a) Billing (Low)

10b) Billing Options
–

10c) Billing (High)

11a) Lecture (Low)

11b) Lecture Options
–

11c) Lecture (High)

12a) Lab (Low)

12b) Lab (Options)
–

12c) Lab (High)

13a) Other (Low)

13b) Other Options
–

13c) Other (High)

14a) Contact (Low)

14b) Contact Options
–

14c) Contact (High)

15) Repeatability

16) Course Level

17) Schedule Type

18) Workload
3/15 x 15= 3.0 TEs

19) Grading Options

20) Default Grading Option Code
—

21) Prerequisites
None

22) Corequisites

23) Equivalent Course(s)

Course	Start Term	End Term

24) Degree Attribute

25) Course Text

Course Text

26) Scabase End term

27) Mutually Exclusive Course(s)

Course	Start Term	End Term

Banner Integration Flag

Banner Integration Results

Institutional Reporting Codes

—

Integration Partner Codes

Course URL

Learning Objectives

Banner Integration

Banner Integration Flag

Banner Integration Results

Course Fees

Fee Code Detail	Fee Code Amount

7. Course Dependencies

7.1) Dependencies

- AAS-CTEC - CONSTRUCTION TECHNOLOGY (AAS) — View Programs >
- CA-CTEC-FMGT - CONSTRUCTION TECHNOLOGY- FACILITIES MANAGEMENT (CA) — View Programs >

8. Attachments

- CTEC Catalog Pages (FA 20) All.pdf

FMGT 200
Mechanical Systems Design and Construction

Approved | Fall 2020

Proposal Information

Workflow Status

Proposer

- ✔ **Clifford Rutherford (Submitter)**
  Submitted 3-18-2019

DEPARTMENT (CTE) \\ Curriculum Department Representative

- — Lawrence Martinson
- ✔ Clifford Rutherford
  Approved 3-18-2019

DEPARTMENT (CTE) \\ Department Chair

- ✔ **Thomas Hussey**
  Approved 3-18-2019

DEPARTMENT (CTE) \\ Curriculum Department Representative

- — Lawrence Martinson
- ✔ Clifford Rutherford
  Approved 3-18-2019

(CURRICULUM COMMITTEE CHAIRS) \\ CHAIRS

- ✔ **Timothy Marmack**
  Approved 5-13-2019
- ✔ **Lorelle A S Peros**
  Approved 5-22-2019

(ACADEMIC SENATE) \\ SENATE CHAIR

- — Rosemary Vierra
- ✔ Rosiana Azman
  Approved 5-27-2019

(ADMINISTRATION) \\ VCAA

- — Kaheleonolani Dukelow
- — Laura Nagle
- ✔ Jonathon McKee
  Approved 5-30-2019

Grant funded

(ADMINISTRATION) \\ CHANCELLOR

✔ **Lui Hokoana**
Approved 5-30-2019

(BANNER REVIEW/INPUT) \\ BANNER SPECIALIST

✔ **Debie Amby**
Approved 9-6-20~9

(CATALOG & STAR INPUT) \\ CATALOG SPECIALIST

Debie Amby

Jean Pezzoli

(CATALOG & STAR INPUT) \\ STAR GPS SPECIALIST

Christine Ishihara

Shane Payba

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1) Start Date
Fall 2020

Subject Code
FMGT

Number
200

Title
Mechanical Systems Design and Construction

Linked Institution Subject Codes
No Course Matches

A. Proposal Details

A.1) Proposer Name(s)
Clifford Rutherford

A.2) Internal Proposal Date
1/28/19

A.3) Type of Proposal
New

A.4) General Education (Diversification) Consideration

A.5) Proposal Supporting Documents and Diversification Forms

A.6) Degrees and/or Certificates impacted by this action
CONSTRUCTION TECHNOLOGY AAS - REQUIREDCONSTRUCTION TECHNOLOGY CA - REQUIRED
CONSTRUCTION TECHNOLOGY CO - REQUIREDCONSTRUCTION TECHNOLOGY CO - ELECTIVE

A.7) Other affected Departments / Programs / Campuses
UHWO BAS FMGT Concentration

A.8) Other affected departments/programs/campuses have been consulted
Yes

A.9) Please outline details of consultation
At the recommendation of the CTEC Advisory Committee and the Maui Facilities Engineers Leadership Council, the FMGT alpha and related curriculum is being adopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses in order to meet industry and workforce demand for curriculum to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration. Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via telephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

A.10) Proposal Impact(s)
Teaching (lecturer, overload, etc)

A.11) Reason/Justification for Proposal
Lecturer to support additional load of new CA pathway to AAS or fill behind current faculty for other program courses. Current program faculty at maximum load.

1. General Information

1.1) Title
Mechanical Systems Design and Construction

1.1a) Long Title
Mechanical Systems Design and Construction

1.2) Description
Explores commercial building mechanical and environmental systems and their relationship to occupant comfort and satisfaction. Focuses on building systems operation, diagnostics, and optimization of comfort and convenience features to manage and reduce energy consumption.

1.3) Department
CTE

1.4) Crosslisted Course(s)

1.5) Previous Subject Code, Number, and Title

1.6) Credit Options
Fixed

Fixed
3 Credits

1.7) Repeatability

N/A

1.8) Grading Options
Audit (A)
Credit/No Credit (C)
Standard Letter A-F (L)

1.9) Prerequisites

- ENG 100 with grade C or better, and MATH 75X with grade C or better or placement at least MATH 100, or consent.

1.10) Corequisites

1.11) Catalog Requisite Information
FMGT 200
Prereq: ENG 100 with grade C or better, and MATH 75X with grade C or better or placement at least MATH 100, or consent.
Explores commercial building mechanical and environmental systems and their relationship to occupant comfort and satisfaction. Focuses on building systems operation, diagnostics, and optimization of comfort and convenience features to manage and reduce energy consumption. 3cr; 45hr lec, TE 3.00

1.12) Catalog Information
Based on UHMC 2018-19 Catalog: P. 44- Program Map: (See attached Catalog Map Change); P. 117 Insert- FMGT 200 Course Description before Family Resources (See attached course description pages)

1.13) Recommended Preparation
None

2. Content

2.1) Course Student Learning Outcomes (SLOs)
Recognize various environmental conditions that impact occupants and systems
Comp Ref (Example: C1, C3)

SLO 1
Linked Program Outcome

CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Describe how a building's systems and components correlate and interact
Comp Ref (Example: C1, C3)

SLO 2
Linked Program Outcome

CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Recall building assessment techniques and retrofit approaches to reduce energy use
Comp Ref (Example: C1, C3)

SLO 3
Linked Program Outcome

CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Explain optimization approaches for heating and cooling units, systematic diagnostic procedures, and determination of repair needs
Comp Ref (Example: C1, C3)

SLO 4
Linked Program Outcome

CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 4: Describe industry standard Green Building practices in construction and maintenance projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 5: Read and interpret blueprints, and/or schematics, and specifications to plan projects. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 7: Examine and use proper mechanical, electrical, and carpentry codes and standards applicable to construction and repair. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))

2.2) Course Competencies

Describe major mechanical system components and energy loads in commercial buildings
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 4
Convert energy units to BTUs and calculate energy use index for a building
Aligns with Course SLO

SLO 2 SLO 3 SLO 4
Identify and prioritize conservation opportunities
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 4
Identify opportunities to improve operation and maintenance procedures
Aligns with Course SLO

SLO 1 SLO 3 SLO 4
Apply data to benchmark a buildings energy consumption and/or carbon footprint
Aligns with Course SLO

SLO 2 SLO 3 SLO 4
Discuss lighting principles and terminology
Aligns with Course SLO

SLO 1 SLO 2 SLO 3
Identify cost saving opportunities for efficient lighting systems
Aligns with Course SLO

SLO 1 SLO 2 SLO 3
Give examples of the dynamic components of indoor environmental quality in relation to source control, occupant sensitivity and ventilation
Aligns with Course SLO

SLO 1 SLO 2 SLO 4
Develop effective strategies and practices for maintaining acceptable and efficient indoor environmental quality
Aligns with Course SLO

None
Describe building automation systems and Computer Maintenance Management Systems (CMMS), components, and controls to include lighting, electrical, and communications; thermal, comfort, and ventilation; and security and fire protection
Aligns with Course SLO

SLO 2 SLO 3 SLO 4
Describe ways to maintain an energy efficient and reliable facility electrical system
Aligns with Course SLO

SLO 1 SLO 2 SLO 3
12. Recognize sustainability and green building organizations and practices for facilities
Aligns with Course SLO

SLO 1

Create proposals for energy and water conservation for facilities and projects
Aligns with Course SLO

SLO 2 SLO 3

Cite best practices for operations and maintenance of key building system components
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 4

Discuss Key Performance Indicators (KPIs) for energy efficiency
Aligns with Course SLO

SLO 1 SLO 2 SLO 3 SLO 4

3. College-wide Academic Student Learning Outcomes (CASLOs)

https://sites.google.com/a/hawaii.edu/curriculum-committee/uh-maui-college/forms

3.1) Creativity Level
Does Not Satisfy

3.2) Critical Thinking Level
Satisfy

3.3) Information Retrieval and Technology Level
Satisfy

3.4) Oral Communication Level
Satisfy

3.5) Quantitative Reasoning Level
Satisfy

3.6) Written Communication Level
Does Not Satisfy

3.7) Attach CASLO grid

- FMGT 200 CASLO.pdf

4. Recommended Course Content and Timeline

4.1) CONTENT

Content

Topic: Building Systems Dynamics and Physical Properties

Topic: Occupancy and Use

Topic: Indoor Environmental Quality (IEQ)

Topic: Computer Maintenance Management Systems (CMMS)

Topic: HVAC Systems Performance

Topic: Lighting

Topic: Water and Waste Management

Topic: Mechanical Systems Operations and Maintenance

Topic: Building Systems Optimization

Topic: Materials and Resources

Topic: Environmental Purchasing

5. Text and Materials, Reference Materials, and Auxiliary Materials

5.1) TEXTBOOK (Include Author, Title, Edition, Publisher and Year Published)

Appropriate text(s) and materials will be chosen at the time the course is offered from those currently available in the field. Text may be supplemented with but not limited to videos, internet resources, workbooks, demonstration equipment and visual aids at the discretion of the instructor.

Example:

Mechanical and Electrical Equipment for Buildings
Publisher: Wiley; 12 edition (October 6, 2014)
ISBN-10: 9781118615904
ISBN-13: 978-1118615904
https://www.amazon.com/Mechanical-Electrical-Equipment-Buildings-Grondzik/dp/1118615905/ref=pd_cp_14_1?pd_rd_w=7vZQt&pf_rd_p=ef4dc990-a9ca-4945-ae0b-f8d549198ed6&pf_rd_r=KENW59P8X9XR0191X5C5&pd_rd_r=c5a18500-4824-11e9-9fed-6f308a1afb98&pd_rd_wg=yydE1&pd_rd_i=1118615905&psc=1&refRID=KENW59P8X9XR0191X5C5

Or

Facilities Manager's Desk Reference / Edition 2
by Jane M. Wiggins
ISBN-10: 1118462947
ISBN-13: 9781118462942
Pub. Date: 04/14/2014
Publisher: Wiley
https://www.barnesandnoble.com/w/facilities-managers-desk-reference-jane-m-wiggins/1124318144?ean=9781118462942&pcta=n&st=PLA&sid=BNB_ADL+Core+Good+New+Textbooks+-+Desktop+Low&sourceId=PLAGoNA&dpid=tdtve346c&2sid=Google_c&gclid=EAIaIQobChMIl73b8YmK4QIV3x-tBh3-HQa1EAQYGyABEgK8l_D_BwE

5.2) Additional resources and/or fees required for this course.

None

6. Delivery

6.1) Intended Offering Terms

Any

6.2) Maximum Enrollment

35 (Standard Lecture)

6.3) Schedule Types

Lecture

6.4) Basis for Teaching Equivalency

LECTURE-15

6.5) Activities

Semester Type

Standard Semester (15 weeks)

Activity Type	Meetings/Week	Hours/Week	Credit Ratio	Contact Hours	Credits
Lecture	1	3	1:1	45	3
Lecture/Lab			1:2	0	0
Lab			1:3	0	0
	1	3		45	3

6.6) Teaching Equivalency (TE)/Workload Calculation

3/15 x 15= 3.0 TEs

6.7) Proposal Summary

At the recommendation of the CTEC Advisory Committee and the Maui Facilities Engineers Leadership Council, the FMGT alpha and related curriculum is being adopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses in

order to meet industry and workforce demand for curriculum to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration. Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via telephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

Curriculum Committee (For Administrative Use Only)

1) Start Date

2) Type of Proposal
--

3) Curriculum Proposal Number

4) Special Topics Start Term

5) Special Topics End Term - Special Topics courses can be active for two years.

6) General Education (Diversification) Categories Approved

7) Diversification Forms (Signed) and other supporting documents.

8) GE Start Term

9) GET End Term (Designation is good for five years.)

10) Curriculum Committee notes

Banner Data Elements (For Administrative Use Only)

1) Long Title

1a) Transcript Title
Mechanical Systems Design and Construction

2) Description

3) Effective Term

4) Status
--

5) College
--

6) Division
--

7) Department
--

8) Approval Code
--

9a) CEU or Credit (Low)	9b) CEU or Credit Options	9c) CEU or Credit (High)
	--	

10a) Billing (Low)	10b) Billing Options	10c) Billing (High)
	--	

11a) Lecture (Low)	11b) Lecture Options	11c) Lecture (High)
	--	

12a) Lab (Low)	12b) Lab (Options)	12c) Lab (High)
	--	

13a) Other (Low)	13b) Other Options	13c) Other (High)
	--	

14a) Contact (Low)	14b) Contact Options	14c) Contact (High)
	--	

15) Repeatability

16) Course Level

17) Schedule Type

18) Workload
3/15 x 15= 3.0 TEs

19) Grading Options

20) Default Grading Option Code
---

21) Prerequisites
None

22) Corequisites

23) Equivalent Course(s)

Course	Start Term	End Term

24) Degree Attribute

25) Course Text

Course Text

26) Scabase End term

27) Mutually Exclusive Course(s)

Course	Start Term	End Term

Banner Integration Flag

Banner Integration Results

Institutional Reporting Codes

Integration Partner Codes

Course URL

Learning Objectives

Banner Integration

Banner Integration Flag

Banner Integration Results

Course Fees

Fee Code Detail	Fee Code Amount

7. Course Dependencies

7.1) Dependencies

AAS-CTEC - CONSTRUCTION TECHNOLOGY (AAS) View Programs >

8. Attachments

- CTEC Catalog Pages (FA 20) All.pdf

FMGT 201
Facilities Operations and Leadership
Approved | Fall 2020

Proposal Information

Workflow Status

Proposer

✔ **Clifford Rutherford (Submitter)**
Submitted 3-18-2019

DEPARTMENT (CTE) \\ Curriculum Department Representative

– Lawrence Martinson

✔ Clifford Rutherford
Approved 3-18-2019

DEPARTMENT (CTE) \\ Department Chair

✔ **Thomas Hussey**
Approved 3-18-2019

DEPARTMENT (CTE) \\ Curriculum Department Representative

– Lawrence Martinson

✔ Clifford Rutherford
Approved 3-18-2019

(CURRICULUM COMMITTEE CHAIRS) \\ CHAIRS

✔ **Timothy Marmack**
Approved 5-13-2019

✔ **Lorelle A S Peros**
Approved 5-22-2019

(ACADEMIC SENATE) \\ SENATE CHAIR

– Rosemary Vierra

✔ Rosiana Azman
Approved 5-27-2019

(ADMINISTRATION) \\ VCAA

– Kaheleonolani Dukelow

– Laura Nagle

✔ Jonathon McKee
Approved 5-30-2019

Perkins Grant funded

(ADMINISTRATION) \\ CHANCELLOR

✔ **Lui Hokoana**
Approved 5-30-2019

(BANNER REVIEW/INPUT) \\ BANNER SPECIALIST

✔ **Debie Amby**
Approved 9-6-2019

(CATALOG & STAR INPUT) \\ CATALOG SPECIALIST

✉ Debie Amby

✉ Jean Pezzoli

(CATALOG & STAR INPUT) \\ STAR GPS SPECIALIST

✉ Christine Ishihara

✉ Shane Payba

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1) Start Date
Fall 2020

Subject Code
FMGT

Number
201

Title
Facilities Operations and Leadership

Linked Institution Subject Codes
No Course Matches

A. Proposal Details

A.1) Proposer Name(s)
Clifford Rutherford

A.2) Internal Proposal Date
1/28/19

A.3) Type of Proposal
New

A.4) General Education (Diversification) Consideration

A.5) Proposal Supporting Documents and Diversification Forms

A.6) Degrees and/or Certificates impacted by this action
CONSTRUCTION TECHNOLOGY AAS - REQUIREDCONSTRUCTION TECHNOLOGY CA - REQUIRED
CONSTRUCTION TECHNOLOGY CO - ELECTIVECONSTRUCTION TECHNOLOGY CO - REQUIREDCONSTRUCTION TECHNOLOGY - ELECTIVE

A.7) Other affected Departments / Programs / Campuses
UHWO BAS FMGT Concentration

A.8) Other affected departments/programs/campuses have been consulted
Yes

A.9) Please outline details of consultation
Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via telephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

A.10) Proposal Impact(s)
Teaching (lecturer, overload, etc)

A.11) Reason/Justification for Proposal
At the recommendation of the CTEC Advisory Committee and the Maui Facilities Engineers Leadership Council, the FMGT alpha and related curriculum is being acopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses in order to meet industry and workforce demand for curriculum to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration.

1. General Information

1.1) Title
Facilities Operations and Leadership

1.1a) Long Title
Facilities Operations and Leadership

1.2) Description
Examines the key principles of management in the facilities engineering industry. Focuses on leadership skill building and decision-making processes within the managerial levels of a commercial facility. Explores management concepts, strategies, and tools essential for organizational effectiveness.

1.3) Department
CTE

1.4) Crosslisted Course(s)

1.5) Previous Subject Code, Number, and Title

1.6) Credit Options
Fixed

Fixed
2 Credits

1.7) Repeatability

N/A

1.8) Grading Options
Audit (A)
Credit/No Credit (C)
Standard Letter A-F (L)

1.9) Prerequisites

- FMGT 120, or consent

1.10) Corequisites

1.11) Catalog Requisite Information
FMGT 201
Prereq: FMGT 120
Examines the key principles of management in the facilities engineering industry. Focuses on leadership skill building and decision-making processes within the managerial levels of a commercial facility. Explores management concepts, strategies, and tools essential for organizational effectiveness.
2cr; 30hr lec, TE 2.00

1.12) Catalog Information
Based on UHMC 2018-19 Catalog: P. 44- Program Map: (See attached Catalog Map Change); P. 117 Insert- FMGT 201 Course Description before Family Resources (See attached course description pages)

1.13) Recommended Preparation
None

2. Content

2.1) Course Student Learning Outcomes (SLOs)
Apply leadership skills that impact organizational effectiveness
Comp Ref (Example: C1, C3)

SLO 1
Linked Program Outcome

CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY - SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
Demonstrate decision-making skills by applying key management concepts and principles
Comp Ref (Example: C1, C3)

SLO 2
Linked Program Outcome

CTEC PLO 2: Use math, computer, and oral and written communication skills to solve construction project problems. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))
CTEC PLO 3: Create and maintain accurate documentation of construction and maintenance projects. (CONSTRUCTION TECHNOLOGY - SAFETY (CPD))
CTEC PLO 6: Demonstrate the craftsmanship standards of dependability, punctuality, and quality. (CONSTRUCTION TECHNOLOGY -SAFETY (CPD))

2.2) Course Competencies
Exhibit leadership styles, principally working as teams
Aligns with Course SLO

SLO 1 SLO 2

Cultivate leadership skills such as the ability to persuade, motivate and encourage employees
Aligns with Course SLO

SLO 1 SLO 2
Communicate effectively both in writing and orally
Aligns with Course SLO

SLO 1 SLO 2
Develop positive employee and vendor relation skills
Aligns with Course SLO

SLO 1 SLO 2
Manage occupant issues with understanding and sensitivity
Aligns with Course SLO

SLO 1 SLO 2
Develop skills for conflict management
Aligns with Course SLO

SLO 1 SLO 2
Achieve positive working relationships with employees
Aligns with Course SLO

SLO 1 SLO 2
Manage diversity in the workplace
Aligns with Course SLO

SLO 1 SLO 2

3. College-wide Academic Student Learning Outcomes (CASLOs)

https://sites.google.com/a/hawaii.edu/curriculum-committee/uh-maui-college/forms

3.1) Creativity Level
Satisfy

3.2) Critical Thinking Level
Satisfy

3.3) Information Retrieval and Technology Level
Satisfy

3.4) Oral Communication Level
Satisfy

3.5) Quantitative Reasoning Level
Does Not Satisfy

3.6) Written Communication Level
Satisfy

3.7) Attach CASLO grid

- FMGT 201 CASLO.pdf

4. Recommended Course Content and Timeline

4.1) CONTENT

Content

Topic: Managing Organization Change

Topic: Theories and Concepts of Quality Management

Topic: Quality Management & Continuously Improvement Process and Tools

Topic: Power, Motivation, Empowerment, and Management Styles

Topic: Communication Skills

Content

Topic: Goal-Setting, Coaching, and Conflict Management

Topic: Organizational Behavior & High Performance Teams

Topic: Challenging of Diversity & Strategic Career Planning

Topic: Space and Resource Allocation

5. Text and Materials, Reference Materials, and Auxiliary Materials

5.1) TEXTBOOK (Include Author, Title, Edition, Publisher and Year Published)

Appropriate text(s) and materials will be chosen at the time the course is offered from those currently available in the field. Text may be supplemented with but not limited to videos, internet resources, workbooks, demonstration equipment and visual aids at the discretion of the instructor.

Examples:
Leadership and Management in the Hospitality Industry (3rd edition)
by Woods, R.H. & King, J.Z. (2010).
Educational Institute, AH&LA.
ISBN 978-0-86612-347-1

Or

The Facility Manager's Field Guide Paperback – June 17, 2011
by Cornel Rosario (Author), Mark Sekula (Author)
ISBN-10: 0982511612
ISBN-13: 978-0982511619

5.2) Additional resources and/or fees required for this course.

None

6. Delivery

6.1) Intended Offering Terms

Any

6.2) Maximum Enrollment

35 (Standard Lecture)

6.3) Schedule Types

Lecture

6.4) Basis for Teaching Equivalency

LECTURE-15

6.5) Activities

Semester Type

Standard Semester (15 weeks)

Activity Type	Meetings/Week	Hours/Week	Credit Ratio	Contact Hours	Credits
Lecture	1	2	1:1	30	2
Lecture/Lab			1:2	0	0
Lab			1:3	0	0
	1	2		30	2

6.6) Teaching Equivalency (TE)/Workload Calculation

2/15 x 15= 2.0 TEs

6.7) Proposal Summary

At the recommendation of the CTEC Advisory Committee and the Maui Facilities Engineers Leadership Council, the FMGT alpha and related curriculum is being adopted by the UHMC CTEC program for this and other new lower division (100-200 level) facilities related courses in order to meet industry and workforce demand for curriculum to facilitate transfer of CTEC AAS students to the UHWO BAS Business FMGT concentration. Dr. Jeff Rogers, Coordinator for BAS FMGT concentration at UH West Oahu, has been consulted on numerous occasions over the last 2 years via te ephone and Go-to-Meeting video conference to ensure that the new FMGT 100, 120, 200, and 201 courses align with the UHWO BAS path.

Curriculum Committee (For Administrative Use Only)

1) Start Date

2) Type of Proposal

—

3) Curriculum Proposal Number

4) Special Topics Start Term

5) Special Topics End Term - Special Topics courses can be active for two years.

6) General Education (Diversification) Categories Approved

7) Diversification Forms (Signed) and other supporting documents.

8) GE Start Term

9) GET End Term (Designation is good for five years.)

10) Curriculum Committee notes

Banner Data Elements (For Administrative Use Only)

1) Long Title

1a) Transcript Title

Facilities Operations and Leadership

2) Description

3) Effective Term

4) Status

—

5) College	6) Division	7) Department	8) Approval Code
—	—	—	–

9a) CEU or Credit (Low)	9b) CEU or Credit Options	9c) CEU or Credit (High)
	–	

10a) Billing (Low)	10b) Billing Options	10c) Billing (High)
	–	

11a) Lecture (Low)	11b) Lecture Options	11c) Lecture (High)
	–	

12a) Lab (Low)	12b) Lab (Options)	12c) Lab (High)
	–	

13a) Other (Low)	13b) Other Options	13c) Other (High)
	–	

14a) Contact (Low)	14b) Contact Options	14c) Contact (High)
	–	

15) Repeatability

16) Course Level

17) Schedule Type

18) Workload
2/15 x 15= 2.0 TEs

19) Grading Options

20) Default Grading Option Code
—

21) Prerequisites
None

22) Corequisites

23) Equivalent Course(s)

Course	Start Term	End Term

24) Degree Attribute

25) Course Text

Course Text

26) Scabase End term

27) Mutually Exclusive Course(s)

Course	Start Term	End Term

Banner Integration Flag

Banner Integration Results

Institutional Reporting Codes

—

Integration Partner Codes

Course URL

Learning Objectives

Banner Integration

Banner Integration Flag

Banner Integration Results

Course Fees

Fee Code Detail	Fee Code Amount

7. Course Dependencies

7.1) Dependencies

There are no dependencies

8. Attachments

- CTEC Catalog Pages (FA 20) All.pdf