

COURSE SYLLABUS



COURSE TITLE: CIVIL CAPSTONE (CIVE289)

CLASS SECTION:XO1A &B

TERM: Winter 2022

COURSE CREDITS:3

DELIVERY METHOD(S): On campus Lecture, On campus Seminar, D2L

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

For COVID-19 information please visit <https://legacy.camosun.ca/covid19/index.html>.

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.

INSTRUCTOR DETAILS

NAME: Robin Ley

EMAIL: LeyR@Camosun.bc.ca

OFFICE: TEC265

HOURS: Wednesdays 12:00 -1:00 pm or by appointment (email instructor), additional hours will be available close to deliverable due dates.

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

Working in teams, students select, plan and execute a civil engineering design project of their own choosing. All components of the project require scope and progress monitoring, design documentation and compliance to the ASTTBC Code of Ethics. A formal written report is completed as part of an accompanying course, ENGL 273. The project applies the theory students previously learned in the Civil Engineering Technology program and concludes in a project presentation event with their peers

PREREQUISITE(S):

- C in CIVE 251
- C in CIVE 271
- C in CIVE 255

- C in CIVE 276
- C in CIVE 261
- C in CIVE 291

COREQUISITE(S):

- ENGL 273

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course a student will be able to:

- Apply relevant safety regulations and best practices in the lab and in the field.
- Research, plan and schedule the completion of a technical design project within the field of civil engineering.
- Identify and prioritize design criteria and assess a suitable project scope.
- Work effectively in a team to design a technical project.
- Monitor project progress and adapt the project scope accordingly.
- Complete a post-completion analysis of project progress and team participation and identify recommendations for improvement.
- Prepare a comprehensive set of design calculations.
- Document the use of supporting design software including variables, methods and algorithms.
- Present final design in an appropriate medium such as: poster; video; architectural fly-through; or model.
- Produce appropriate technical documentation such as: construction drawings, user documentation, specifications, or client report.
- Apply the ASTTBC Code of Ethics throughout the project.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Course content will be posted on D2L: <https://online.camosun.ca/d2l/home>. Communication will be sent through email or D2L.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following are the deliverables and due dates for this course. They are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

Deliverable	Week	Due Date
Three Project Ideas	1	January 14, 2022
Technical Proposal (with cost proposal)	3	January 28, 2022
Accountability Log (first submittal, weekly thereafter)	3	January 30, 2022
Proposal Presentation	5	February 8 & 9, 2022
Accountability Log with Reflection	5	February 13, 2022
Progress Report	8	March 4, 2022
Progress Presentation	10	March 15&16, 2022
Accountability Log with Reflection	10	March 20, 2022
Brochure	12	April 1, 2022
Design Report & Drawings	14	April 14, 2022
Cost Report	16	April 27, 2022
Final Presentation	16	April 26, 27, 2022
Final Accountability Log with Reflection	16	April 27, 2022

Notes:

- 1) *Please check the D2L for topics and schedule for the lectures, content, and seminars. In addition, groups will be required to meet with their Technical Advisors.*
- 2) *Presentations will be held in conjunction with ENGL273 instructors. The proposal and progress presentations will typically be held during the Tuesday CIVE289 period and the Wednesday ENGL 273 period. Relevant instructors will attend the presentations. Groups will not need to present separately to CIVE and English instructors.*
- 3) *Final presentations will be held on the last two days of the exam period. Presentations will be made to an audience including CIVE289 and ENGL273 instructors, other faculty, invited guests, industry guests and peers.*
- 4) *This course schedule is subject to change. Please refer to the course website for updates.*
- 5) *Accountability Logs are due on Sundays by midnight.*

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

Students must achieve a minimum of 50% on each component in order to pass the course. See Class Policies for additional information.

Component	Weighting %
Group Marks (80%)	
Three Project Ideas	5
Project Proposal & Cost Estimate	10
Interim Progress Report	5
In-Class Progress Reports	15
Final Project Report and Drawings	25
Brochure	5
Cost Report	5
Final Project Presentation	10
Individual Marks (20%)	
Accountability Log	20
TOTAL	100

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information. <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

- Assignments will generally be submitted electronically through the drop boxes in D2L. Groups must separately submit required assignment to CIVE289 and ENGL273. Files must be organized and professionally presented. The final report and drawing packages will be submitted both electronically and via hard copy as will be discussed later.
- Late assignments will have a grade deduction unless an extension has been provided. Students should contact the instructor prior to the due date and request an extension. 10% deduction per day will be applied to late submittals without an approved extension.
- You must complete all assignments in order to pass the course. You must pass (>50%) all assignments in order to pass the course.
- As you are working in groups, your other group members rely on you to complete your share of the work. Students who repeatedly fail to come to class and fail to make alternate arrangements will be given a failing grade in the course.

All group members will be given the same mark on group assignments except in extreme situations. The instructor may elect to distribute grades differently on group assignments if it is determined that an individual did not adequately contribute to the group assignment. The instructor will meet with the group prior to making this determination and efforts will be made to avoid this situation.

Individual students may be removed from a group, should they fail to provide contributions, not follow the student code of conduct, or consistently cause disruptions to their group. The instructor will meet with the group prior to taking this action and efforts will be made to avoid this action. This could include reaching out to the student services, counseling services, and the Central for Assessable Learning. Since this is a group project, that student will need to repeat the course and will not be allowed to complete the project on their own. If this occurs after the drop deadline the student will receive a failing grade for the course.

- D2L will be used for this course. Students are responsible for following directions and checking D2L as well as email correspondence. Refer to student code of conduct.
- Equity, diversity, and inclusion (EDI) are central to Camosun's culture and values. The Camosun community and the engineering community at large commit to pursuing equity in education regardless of race, heritage, religion, gender or gender identity, and ability. We learn best when we feel safe. Inappropriate, hateful or demeaning comments or actions will not be tolerated. Your suggestions on how to make your experience here better are encouraged and appreciated. Please let the instructor or the department chair know ways to improve your experience at Camosun. If you wish to know more about Camosun's EDI policy, please see the EDI page on the college's website: <http://camosun.ca/about/policies/equity-diversity-inclusion.html>
- Refer to the student code of conduct: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf>

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid

Support Service	Website
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies and Procedures” (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun’s Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student’s right to choose what is right for them. For more information see Camosun’s Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College’s Student Misconduct Policy at

<http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.