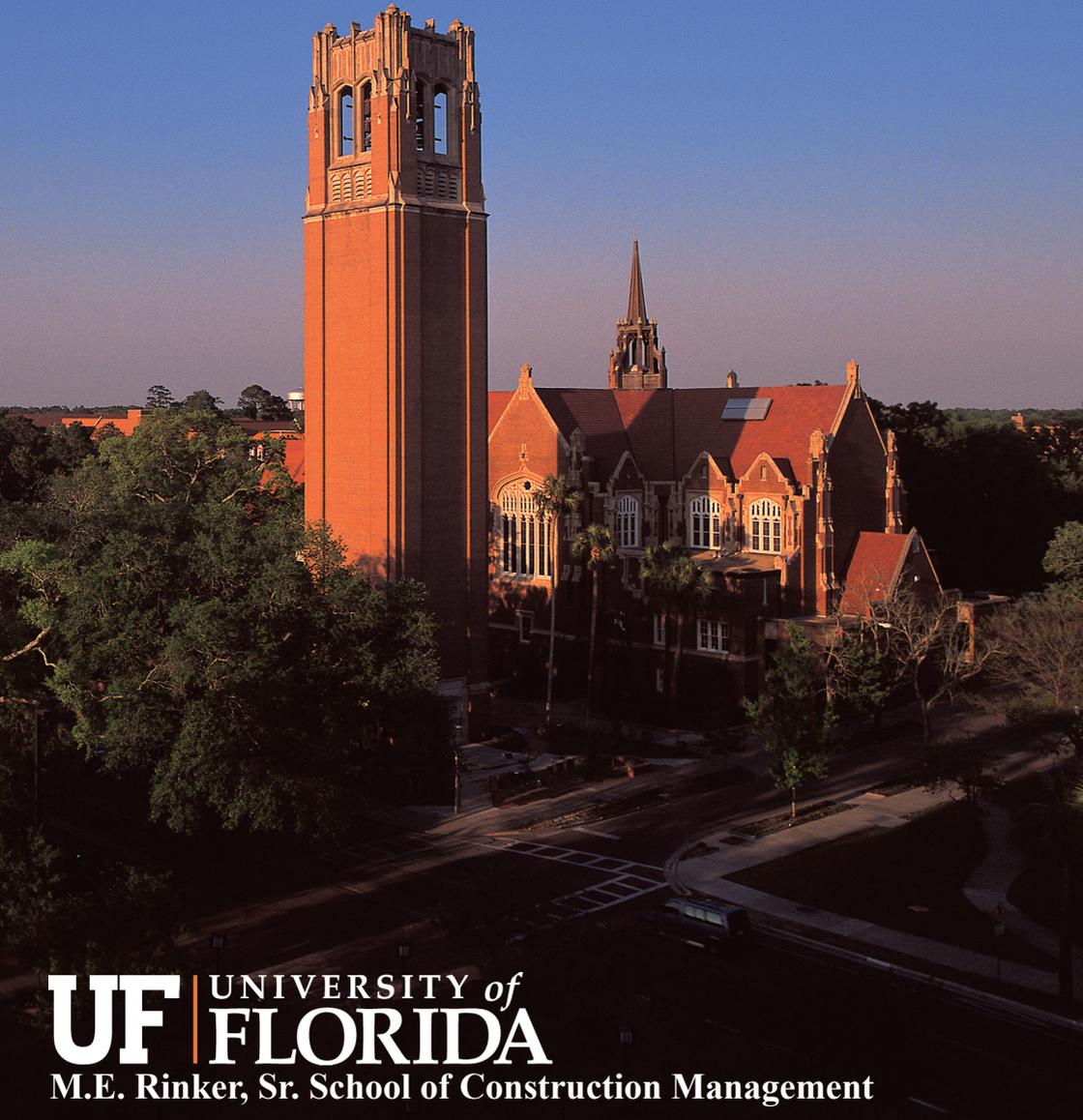


# Master's Handbook of Construction Management



**UF** UNIVERSITY of  
**FLORIDA**

M.E. Rinker, Sr. School of Construction Management



**Dr. R. Edward Minchin Jr.**  
Rinker Professor  
Director of Master's Programs  
M.E. Rinker, Sr.  
School of Construction Management  
The University of Florida

## **A Message from the Director of Master's Programs**

Of the 18 years that I have worked on university faculties, nine have been spent as Coordinator or Director of a graduate program in Construction Management at a major land-grant university. It has been a fulfilling part of my career to watch students join our program and progress towards, and achieve, graduation. To this program, some students come directly from our own M.E. Rinker, Sr. School of Construction Management, having earned a BSCM, or as part of the school's Combined Degree program.

Others arrive from related disciplines such as Architecture, Engineering or Business. Still others arrive from disciplines not typically associated with Construction Management, such as Agriculture, Hospitality and Anthropology. It is my goal, and the goal of the entire Graduate Faculty, to see that each of these students is ready upon leaving this program to immediately contribute to the success of the organization that hires them or the graduate program that admits them. Achieving this requires providing students with opportunities to grow not only academically, but ethically, intellectually and spiritually.

Students can pursue any of nine degree, major or certificate programs through this office. Most of our students leave the program to take a job in the construction or design industry with a construction contractor or consulting firm. Others enter a professional school such as Law, or move on in their education to pursue a higher terminal degree such as a PhD.

So, what kind of student should apply to one of the Rinker School Master's programs? There is no one kind. Almost any kind is encouraged to apply..... a recent graduate from almost any university that has found it hard to get a job in their original field of study. In recent terms, graduates of the Rinker School have had a 100% placement rate. Every Master's degree earner has had a job offer upon graduation.....a worker that

wants to make a mid-life career change....a person with a degree in Construction Management that wants to specialize in a specific area of construction such as Sustainability, Building Information Modeling (BIM) or Innovative Construction Project Delivery Methods..... a worker in the construction or related industry that wants to progress faster up the corporate ladder. Additional knowledge is always a good thing, plus research shows that within five years of obtaining a master’s degree, one can expect to earn a salary of 15% more than the same person with only a Bachelor’s degree after the same time period..... an international student that wants a degree from a top US university. UF was recently named a “Public Ivy” by *Greenes’ Guide to Public Ivies*, and was also designated the pre-eminent university in the nation’s third-largest state..... a person that just enjoys learning. Our curriculum is flexible enough that one can take courses in a wide variety of UF colleges, schools and programs, offering an opportunity to learn from experts in a wide range of interesting subjects.

Students in our master’s programs currently range in age from 22 to 61 and come from 12 different sovereign nations. In fact, over 50% of current master’s students are from nations other than the US. Some, those in our Combined Degree program, are still completing their bachelor’s degree, while others have been out of the classroom for decades. Students within our online programs are from an even more diverse range of geographic locations.

Since 1948, master’s degree programs at UF have offered students an experience that combines instruction in practical, hands-on construction skills with the opportunity to work with some of the world’s best-known and most accomplished researchers in the area of Construction Management.

We look forward to working with a new group of ambitious, aggressive, intelligent students each term of the academic year; and we hope that you will take the challenge presented by our program and learn what hundreds of thousands have found out over the last 162 years –

**“It’s great to be a Florida Gator!”**

Sincerely,



**Dr. R. Edward Minchin Jr.**

Director of Master’s Programs

Rinker Professor

M.E. Rinker, Sr. School of Construction Management

The University of Florida



## Point of Contact

The Construction Management Graduate Program contact information is listed below:

Mr. Joseph J. Carroll  
Graduate Program Assistant  
304 Rinker Hall  
PO Box 115703  
Gainesville, FL 32611  
[josephcarroll@ufl.edu](mailto:josephcarroll@ufl.edu)  
(352) 273-1187

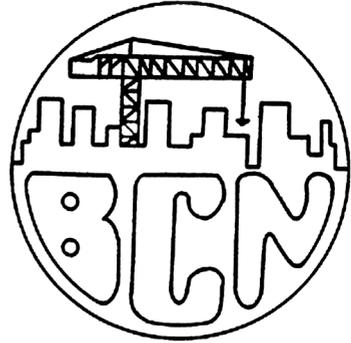
Dr. Edward Minchin  
Director, Master's Programs  
304 Rinker Hall  
PO Box 115703  
Gainesville, FL 32611  
[minch@ufl.edu](mailto:minch@ufl.edu)  
(352) 273-1153

# Table of Contents

<b>A Message from the Director of the Master’s Programs</b> .....	2-3
<b>History of the School</b> .....	6
<b>Mission Statement</b> .....	7
<b>Master’s Programs Offered by the Rinker School</b> .....	8
Applying to a Program.....	9
Degree Requirements.....	10
Elective Courses.....	10
<b>Rinker School Registration</b> .....	12
<b>Funding Opportunities</b> .....	12
<b>Faculty</b> .....	16-17
<b>Course Descriptions</b> .....	18-21
<b>Special Opportunities</b> .....	13
Study Abroad.....	3
Concurrent Master’s Degrees.....	14
CM and Juris Doctor Joint Degree.....	14-15
<b>UF Graduate School Regulations</b> .....	22-33
Academic Honesty.....	23
Registration Requirements.....	24
Tuition and Fee Waivers.....	26
Attendance Policies.....	22
Change of Graduate Degree Program.....	27
Courses and Credits.....	27
Grades.....	28-29
Unsatisfactory Progress or Unsatisfactory Scholarship.....	30
Thesis Requirements.....	30
Examinations.....	31
Preparation for Final Term.....	32
Verification of Degree Candidate Status.....	32
Awarding of Degrees.....	33
Attendance at Commencement.....	33
<b>Frequently Asked Questions</b> .....	34-40
<b>Student Organizations</b> .....	41-45
<b>Index</b> .....	45-48

# History of the School

The M. E. Rinker, Sr. School of Construction Management is the nation's oldest Construction Management program at the university level, founded in 1935 as a degree program in architecture. In 1948 the Master's degree program was created as the first in the US. A rapid growth of enrollment took place after the Second World War and by 1957 the number of building construction students and faculty were large enough to justify departmental status. In 1976, the Department formally achieved School status within the College of Architecture.



Coincidentally, 1976 was also the year that the Construction Management program was accredited by the American Council for Construction Education. In 1977, with over 1800 alumni, the School was recognized by the Associated General Contractors of America as an “outstanding program.” In 1988, a doctoral program was initiated within the College of Architecture with a concentration in Construction Management - again the first in the US. In 1989, the School was renamed the M. E. Rinker, Sr. School of Building Construction in recognition of “Doc” Rinker’s generous contributions to the School. In 1997, a combined degree program was established which allows CM seniors to complete courses toward both their BS and MSCM/MCM degrees at the same time. In 1999 distance education degree programs were introduced leading to a Masters of International Construction Management and a BS in Fire and Emergency Sciences.

In July 2000, the name of the College of Architecture was changed to the College of Design, Construction and Planning. At the same time, the Department of Architecture became the School of Architecture. In addition to the Rinker School, there are four other units in the College of Design, Construction, and Planning: Architecture, Interior Design, Landscape Architecture, and Urban and Regional Planning. In 2003, the Rinker School moved into a new, state-of-the-art 50,000 square foot facility, Rinker Hall. In 2014, the Rinker School was renamed the M. E. Rinker, Sr. School of Construction Management.

Today, the original building construction curriculum has evolved from a variation of architecture to a full-fledged academic discipline with a strong emphasis on construction management. The three main segments of the curriculum – science, techniques, and management – have a strong relationship to similar divisions employed in industry and academia throughout the world of construction management.

# Mission Statement

**The mission of the M.E. Rinker, Sr. School of Construction Management is to be the center of excellence for construction. The Rinker School will pursue this by:**

- Promoting professional and ethical behavior in education and practice,
- Advancing the industry by creating new knowledge through research and scholarly activities,
- Educating individuals in the principles, knowledge and skills required to be successful in their professional careers, and
- Providing service and transferring knowledge to the citizens of Florida, the construction industry, professional societies, the nation, and the world.



# Master's Programs Offered by the Rinker School

The University of Florida's M.E. Rinker, Sr. School of Construction Management offers four master's degrees: Master's of Construction Management (MCM), Master's of Science in Construction Management (MSCM), Master's of International Construction Management (MICM), and Master's of Fire and Emergency Sciences (MFES). The MICM and MFES are distance education programs while the MSCM and MCM are traditional, on-campus programs located at the University of Florida's main campus in Gainesville, Florida.

The online MICM degree is designed for working professionals in the construction industry that would like to attain high level, executive positions within construction industry. This program is offered completely online so students will not have to sacrifice commitments to family and career while advancing their education with a master's degree.

The Graduate Program in Fire and Emergency Sciences and Emergency Services/Disaster Management is designed for individuals who are seeking knowledge in emergency planning, hazard mitigation and preparedness, disaster response and recovery, and homeland security. The goal is to create a broad experience that includes the many elements of current cases in FES and ES/DM and emphasizes both the critical thinking and leadership skills necessary to advance in the field. Applicants must have already attained at least a bachelor's degree prior to being admitted to both the degree and certificate programs. Please see the Rinker School's website, located at <http://www.bcn.ufl.edu>, for additional information on the MICM and MFES programs.

This handbook is directed towards those interested in, or have been accepted to become part of, the on-campus Construction Management degree programs. The MSCM and MCM programs accept students from diverse academic and professional backgrounds – some with no construction background and others with extensive knowledge of construction. Many are domestic, or even local students with traditional backgrounds, such as students with construction, civil engineering, and architecture backgrounds. However, our graduate students are a diverse group. They come from within international, non-traditional, and underrepresented populations as well.

# Applying to a Program

Successful applicants to the master's programs are required to have a bachelor's degree from a regionally accredited college or university, an upper-division grade point average (GPA) of at least 3.00 on a 4.00 scale, and a combined minimum Graduate Record Examination (GRE) score of 300, with a minimum score of 140 in the verbal portion of the exam.

International students whose native language is not English must also submit satisfactory scores on the Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), or the Michigan English Language Assessment Battery (MELAB). The minimum acceptable score on the TOEFL is 80 for the Internet-based exam and 550 for the paper-based one. The minimum acceptable score on the IELTS is 6.0. The minimum acceptable score on the MELAB is 77. Alternatively, they may successfully complete the University of Florida's English Language Institute program.

All submitted documents must be accompanied by certified, literal (exact) English translations for documents not originally issued in English. Credential evaluation reports prepared by private agencies cannot be submitted in place of transcripts; the university requires official academic credentials.

In addition to official transcripts and test scores, applicants to the master's programs are required to submit a statement of purpose detailing why they would like to study Construction Management at UF and have three references submit letters of recommendation. The online application will email one's references with information on how to upload their letter of recommendation, so hard copy letters are not required. Attaching a résumé to one's application is also recommended, especially if one has construction-related work experience.

Applications will not be considered for admission until the Office of Admissions and the Rinker School have received all of the required submissions. Applicants are encouraged to apply at least six months prior to the term in which they plan to start classes. It is especially important for international applicants to apply early to ensure enough time for I-20 and visa processing. All applicants should allow at least two weeks for test scores and transcripts to get to UF, although in some cases additional time may be necessary. The UF Office of Admissions has additional details regarding the admission process and required materials on their website, <http://admissions.ufl.edu>. This is also where one will find the online application.

# Degree Requirements

Two on-campus Construction Management degrees are offered. A Master of Science in Construction Management for those who write a thesis and a Master of Construction Management is for those who choose the coursework option. A Major in Sustainable Construction is also available to thesis students. Please note that our distance learning classes, courses which begin with the prefix of either FES or ICM, do not count towards either the MSCM or MCM degrees.

For those students who write a thesis (MSCM degree), thirty total graduate-level semester hours of coursework are required, not including any prerequisite coursework. Fifteen of those semester hours must be 6000-level BCN prefix courses. BCN-6971, Thesis Research, is also required and may be included toward meeting the fifteen 6000 level hours. Please reference the course sheet on the following page to see which classes are offered and which prerequisites are generally necessary.

For those not writing a thesis (MCM degree), extra coursework is required to complete their degree, for a total of 36 semester hours. Twelve semester hours of that work must be 6000-level BCN prefix courses. Please reference the course sheet, Table 1, to see which classes are offered and which prerequisites are generally necessary. Note that, due to the significant differences in course content and course requirements in similar degree programs around the world, Table 1 is offered as a guide only. The prerequisite requirements shown on the course sheet may or may not be exact, but they are, at worst, a close approximation.

Both MSCM and MCM students must also successfully complete BCN-6036, Research Methods. Additionally, all students should be aware that the University allows a maximum of seven years from the time a student begins for the completion of a master's degree.

## Elective Courses

Courses to be used as an elective by the student must be approved by the Director of Master's Programs before the student registers for the course. Courses offered by programs in the traditional related subject areas such as Architecture, Engineering and Business are nearly always approved, but any course will be considered. Courses from outside those three topic areas have been approved in the past.

Course #	CR	Course Title	Prerequisite(s)
ACG 2021C	4	Introduction to Financial Accounting	
BCN 2405C	4	Construction Mechanics	
BCN 3223C	3	Soils and Concrete	BCN 2405C
BCN 3224C	3	Construction Techniques	
BCN 3255C	3	Graphic Comm. in Construction	
BCN 3281C	2	Construction Methods Laboratory	
BCN 3431C	3	Structures	BCN 2405C
BCN 4423C	3	Temporary Structures	BCN 3431C
BCN 4510C	4	Mechanical Systems	
BCN 5618C	3	Comprehensive Estimating	BCN 3255C
BCN 5705C	3	Project Management for Construction	BCN 5618C/6748
BCN 5789C	3	Construction Project Delivery	BCN 5618C/5722
BCN 5949	1 to 3	Construction Management Internship	BCN 5618C/5722
<b>Leveling Courses (above), Master's Program Courses (below)</b>			
BCN 5470	3	Construction Methods Improvement	
BCN 5625	3	Construction Cost Analysis	BCN 5618C/5722
BCN 5715	3	Adv. Construction Labor Problems	
BCN 5722	3	Advanced Planning & Control	BCN 5618C
BCN 5729	3	Design-Build Delivery Methods	
BCN 5737	3	Adv. Issues in Constr. Safety & Health	
BCN 5776	3	International Constr. Business Mgmt.	BCN 6748
BCN 5778	3	Facilities Operation and Maintenance	
BCN 5905	1 to 5	Special Studies in Construction	
BCN 5784	3	Equipment & Methods Heavy Constr.	
BCN 5885	3	Methods/Mgmt. Heavy Hghwy. Constr.	
BCN 5905	3	Integrated Project Delivery Studies	
BCN 5905	3	Building Energy Modeling	
BCN 5905	3	Sustainable Housing	
BCN 6036	3	Research Methods in Construction	
BCN 6558C	3	Building Integrated Renewable Energy	
BCN 6580	3	High Performance Green Bldg. Systems	
BCN 6585	3	Prin. of Sustainable Dev. & Constr.	
BCN 6586	3	Construction Ecology & Metabolism	BCN 6585
BCN 6621	3	Bidding Strategy	BCN 5618C/6748
BCN 6641	3	Value Engineering	BCN 5618C
BCN 6748	3	Construction Law	
BCN 6755	3	Construction Financial Management	ACG 2021C
BCN 6756	3	Housing Economics and Policy	
BCN 6785	3	Construction Information Systems	
BCN 6905	1 to 3	Directed Independent Study in Constr.	
BCN 6933	3	Human Factors/Building Research	
BCN 6971	3	Thesis Research (MSCM only)	

# Rinker School Registration

To ensure proper placement in BCN classes, Rinker School graduate programs have school-controlled registration, which means students are required to enroll in courses through the Graduate Program Assistant. Registration forms are available in the front office, 304 Rinker Hall. First term registration for newly admitted students is done at the Rinker School's graduate student orientation. The regulations just discussed are unique to the Rinker School, and are enforced in conjunction with the registration requirements contained in the UF Graduate School Regulations. Further registration requirements are discussed in the subsection under the main heading "UF Graduate School Regulations." It is the responsibility of every student to know and follow these regulations. Ignorance of these regulations is not an acceptable premise for any plea or claim on the part of a student.

## Funding Opportunities

Please be advised that funding opportunities that pay for a student's full tuition and offer a stipend and health insurance are limited for Construction Management master's students and application for these is accepted only after a student's first semester of enrollment. The school funds a few masters' students each term through established assistantships, including teaching assistants and research assistants (which are funded by individual faculty members). Each newly admitted student is encouraged to secure funding for the entire program in the event that an assistantship position is not available. Research areas and areas of interest for Rinker faculty members are shown in Table 2.

Through the generous support of many industry and community organizations, the Rinker School awards close to \$50,000 in scholarships each academic year. The School has approximately 30-40 scholarship awards available, typically \$1,000 - \$2,000 each in value. G.W. Robinson (see inside back cover), one of Gainesville's most respected home builders, has been a generous supporter of UF where he has committed over \$750,000, of which \$500,000 created an endowment to support graduate study fellowships at the Rinker School. The G.W. Robinson Masters Assistantship will be awarded for up to a maximum of two years for new students and for appropriately shorter periods of time for existing students. The Assistantship includes eighteen credit hours of tuition per year, a bi-weekly stipend and health insurance. Recipients are required to write a thesis.

To apply for funding, please submit your résumé to the Graduate Program Assistant.

# Special Opportunities

The Rinker School offers several opportunities for unique educational experiences. Some of these opportunities offer a richer educational experience, while others offer added value in other ways. There are several options available to Construction Management graduate students who wish to study abroad or pursue more than one degree at the same time.

## Study Abroad

The Rinker School values the study abroad experience as a valuable part of the college career and, accordingly, offers four exchange programs for its students. The objectives of these programs are to:

*“Enhance the quality of education for Rinker School students through international exchange programs, promote international understanding, and encourage cross-cultural learning through a direct immersion experience, facilitate student mobility and the internationalization of the UF campus and curriculum, allow students access to the academic programs, support systems, and benefits of the host institutions.”*

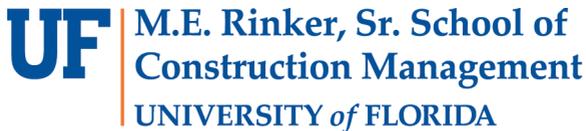
The student exchange programs include:

Australia Exchange programs (Fall and Spring)

Germany Exchange program (Summer)

Hong Kong Exchange program (Fall and Spring)

Singapore Exchange program (Fall and Spring)



## **Concurrent Master's Degrees**

A concurrent degree program includes simultaneous study on an individualized basis that leads to two master's degrees in two different graduate programs. Such a program is initiated by the student but requires prior approval from each academic unit and the Graduate School. If the student is approved to pursue two master's degrees, up to nine credits of course work from one degree program may be applied toward the second master's degree, thereby allowing the two degrees to be completed in less time and more economically.

## **Combined Degree**

The combined degree programs allow qualified Rinker School undergraduate students to earn both BSCM and MSCM or MCM degrees at an accelerated pace. Qualified students are allowed to begin the MCM/MSCM degree course work in the Senior 1 semester and count up to 12 credits of graduate BCN course work for both the BSCM and MCM/MSCM degree requirements. For additional information, contact the Director of Master's Programs or the Graduate Program Assistant.

## **Construction Management and Juris Doctor Joint Degree Program**

Candidates for admission must meet the entrance requirements for and be accepted by both programs. The joint degree program is not open to students who have already earned one of the two degrees. Admission to the second program is required no later than the end of the penultimate year of one degree of the joint degree program. A student must satisfy the curriculum requirements for each degree before either degree is awarded. Up to 12 Credits may be double counted for the JD/MSCM or JD/MCM with concurrence of both programs. A student enrolled in the joint degree program may spend the first year in either the College of Law or the Rinker School.

Students may enter the second program thereafter without once again qualifying for admission, so long as they have notified the second program before the end of the first week of the first semester in the joint degree program and are in good academic standing when the studies commence in the second program.

Any student who participates in the joint degree program beginning in the Fall Semester must register for a course or courses in the second program no later than the beginning of the fifth semester, including the summer term as a semester. Any student who participates in the joint degree program beginning law school in the Spring Semester must commence study in the Rinker School no later than the fifth semester, including summer term as half a semester.

Students must meet the minimum number of credits required by both degree programs. The Rinker School courses which are to be credited toward the J.D. degree must carry a grade of “B” or higher and will not be counted in the College of Law grade point average. College of Law courses which are to be credited toward the MSBC/MBC degree must carry a grade of “C” or higher and will not be counted in the grade point average at the Rinker School.

Students enrolled in the joint degree program must complete the College of Law’s advanced writing requirement. An approved master’s thesis in Construction Management will satisfy the advanced writing requirement of the College of Law if so certified by a law school faculty member. Non-Thesis students must still satisfy the College of Law’s writing requirement.

A student enrolled in the joint degree program will not receive either degree until the student has satisfied all of the requirements for both degrees, or until the student has satisfied the requirements of one of the degrees as if he/she had not been a joint degree candidate.

Students who enroll in the joint degree program but do not complete the program may receive credit toward the College of Law degree under the graduate level course option for a maximum of two courses, not to exceed six semester credits, taken from the graduate curriculum of the Rinker School. Likewise, students will receive up to six credits from the College of Law towards the MCM or MSCM if they enroll in the joint degree program but do not complete it.

Students in the joint program will be eligible for the graduate teaching assistantships and research assistantships in the Rinker School on the same basis as other Rinker School graduate students, subject to the guidelines and restrictions set by the Rinker School.

The student’s graduate supervisory committee will be comprised of two Rinker School graduate faculty members and should contain one law faculty member. Regardless of the make-up of a supervisory committee, theses will deal with a topic related to law.

The Levin College website has some additional information on the joint degree program at <http://www.law.ufl.edu/>.

# Rinker School Faculty

Rinker School Faculty	Areas of Expertise and Research Interest
<p><b>Sherry Ahrentzen</b>, Professor</p> <p>PhD, MA, “Social Ecology”; BA, “Psychology”, University of California</p>	<p>Housing/Residential; Building performance for occupant health; Post-occupancy evaluation; Community / neighborhood development; Sustainability; Special populations</p>
<p><b>Abdol Chini</b>, Professor</p> <p>PhD, “Structural Engineering”, University of Maryland (College Park); MS, “Structural Engineering”, George Washington University; BS, Civil Engineering, Tehran University (Iran); Licensed Professional Engineer</p>	<p>Construction quality management; Concrete properties; Recycling and re-use of construction materials; Deconstruction</p>
<p><b>Michael Cook</b>, Lecturer</p> <p>JD, Northwestern School of Law; MBA, Lebanon Valley College; BS, “Building Construction”, BS, “Management”, Louisiana State University</p>	<p>Cost engineering; Project estimating; Controls and supervision; Purchasing supervision; Estimating environment</p>
<p><b>Ian Flood</b>, Professor and Coordinator of PhD Program</p> <p>PhD, BSc, “Building Technology”, University of Manchester Institute of Science and Technology (UK)</p>	<p>Empirical modeling of engineered systems; Computer-based modeling of construction processes; Development of web and interactive educational techniques</p>
<p><b>Bryan Franz</b>, Assistant Professor</p> <p>PhD, MS, BS, “Architectural Engineering”, Pennsylvania State University</p>	<p>Collaborative forms of construction project delivery; Sustainable practices; Use of information technology in construction</p>
<p><b>Masoud Gheisari</b>, Assistant Professor</p> <p>PhD, “Building Construction”, Georgia Institute of Technology; M., “Construction Management”, University of Technology, Malaysia; B., “Civil Engineering”, Azad University (Karaj) (Iran)</p>	<p>Human / Computer interactions; Augmented mobility; Unmanned aerial vehicles; Handheld mobile devices; Educational technology; Facility management; Cognitive science and situational awareness</p>
<p><b>Raymond Issa</b>, Professor</p> <p>PhD, “Civil Engineering”, Mississippi State University; JD, University of Memphis; MS, BS, “Civil Engineering”, Mississippi State University; Professional Engineer</p>	<p>Construction and engineering methods for the repair, maintenance and rehabilitation of structures; Construction Law; Database maintenance; Process modeling and workflow integration; AI and expert systems; Neural networks; Computer aided analysis and design methods; Multi-media presentations</p>
<p><b>Charles Kibert</b>, Professor</p> <p>PhD, “Mechanical Engineering”, University of South Florida; MS, “Nuclear Engineering”, Carnegie-Mellon University; BS, “General Engineering”, U.S. Military Academy; Licensed Professional Engineer</p>	<p>Environmental impacts of construction; Sustainability; Recycling; Green building; Deconstruction</p>
<p><b>Douglas Lucas</b>, Lecturer</p> <p>PhD, “Leadership and Human Behavior”, U.S. International University (San Diego); MS, “Systems Management”, University of Southern California; BS, “Industrial Engineering”, Georgia Institute of Technology</p>	<p>CPM scheduling; Cost analysis; Human factors in construction; Project Management; Construction productivity and disputes; Expert witness testimony; Facilities management</p>

Continued on next page...

<p><b>R. Edward Minchin Jr.</b>, Professor and Director of Master’s Programs</p> <p>PhD, “Civil Engineering”, Pennsylvania State University; M., BS, “Civil Engineering”, University of Florida; Licensed Professional Engineer</p>	<p>Innovative and alternative construction project delivery; Construction supply chain integrity (especially as relates to mitigation of counterfeit construction material); Construction project disputes resolution</p>
<p><b>Larry Muszynski</b>, Associate Professor</p> <p>PhD, “Civil Engineering”, BS, “Chemistry”, Purdue University</p>	<p>Structural materials – research and development, repair and rehabilitation; Corrosion of reinforcing steel in concrete; Structural materials testing and evaluation; Failure analysis and repair materials; Fiber-reinforced composite materials</p>
<p><b>Paul Oppenheim</b>, Professor</p> <p>PhD, “Electrical Engineering”, University of Maryland (College Park); BS, MS, “Electrical Engineering”, University of Florida; Licensed Professional Engineer, Refrigeration Contractor and Home Building Contractor</p>	<p>Heating and air-conditioning; Home building</p>
<p><b>Robert Ries</b>, Associate Professor and Director</p> <p>PhD, MS, “Architecture”, Carnegie-Mellon University; B. “Architecture”, Pratt Institute</p>	<p>Green building; Sustainable development; Life-cycle assessment in the construction process</p>
<p><b>Ajay Shanker</b>, Associate Professor</p> <p>PhD, “Structural Engineering”, Texas Tech University; MS, “Civil Engineering”, Kurukshetra University (India); BS, “Civil Engineering”, Roorkee University (India); Licensed Professional Engineer and Building Inspector</p>	<p>Structures (mechanics, steel, concrete and formwork); Soils and foundations; Wind resistant design; Radon resistant construction; Building inspection</p>
<p><b>Richard Smailes</b>, Senior Lecturer</p> <p>PhD, MS, BS, “Building Construction”, University of Florida; Licensed General Contractor, Certified Project Management Professional</p>	<p>Commercial project management; Construction project scheduling; Residential and industrial construction; Ancient construction</p>
<p><b>Ravi Srinivasan</b>, Assistant Professor</p> <p>PhD, MS, “Architecture”, University of Pennsylvania; MS, “Civil Engineering”, University of Florida; B. “Architecture”, National Institute of Technology (India)</p>	<p>Low / Net zero energy (NZE) buildings</p>
<p><b>James Sullivan</b>, Lecturer and Director of Undergraduate Program</p> <p>PhD, MS, BS, “Building Construction”, University of Florida; BA, “Marketing”, University of Florida; Licensed General Contractor</p>	<p>Sustainability; Construction productivity; Lean construction</p>
<p><b>Russell Walters</b>, Lecturer</p> <p>PhD, MS, “Electrical Engineering”, University of Florida; BS, “Electrical Engineering”, University of Illinois</p>	<p>Construction information technology, Alternative Energy systems, Construction contract administration, Emerging issues in Construction Management</p>

# Course Descriptions

## **BCN 5470: Construction Methods Improvements**

Credits: 3 Grading Scheme: Letter Prerequisite: graduate standing.

Methods of analyzing and evaluating construction techniques to improve project time and cost control. Work sampling, productivity ratings, crew balance studies, time lapse photography, and time management.

## **BCN 5618C: Comprehensive Estimating**

Credits: 3 Grading Scheme: Letter Prerequisite: graduate standing.

Classification of work and quantity survey techniques. Analysis and determination of costs of construction operations including direct and overhead costs, cost analysis, and preparation of bid proposals.

## **BCN 5625: Construction Cost Analysis**

Credits: 3 Grading Scheme: Letter Prerequisite: BCN 4612C/BCN 5618C, 4720/BCN 5722 graduate standing.

Study of cost engineering and cost distribution and comparative analysis of actual and estimated cost as used for project control.

## **BCN 5705C: Project Management for Construction**

Credits: 3 Grading Scheme: Letter Prerequisite: BCN 5618C, BCN 6748, non-BCN graduate.

Project organization, site planning, and implementation.

## **BCN 5715: Advanced Construction Labor Problems**

Credits: 3 Grading Scheme: Letter Prerequisite: graduate standing.

Labor problems in the construction industry and associated legislation. How to work effectively with unionized labor on construction projects.

## **BCN 5722: Advanced Construction Planning and Control**

Credits: 3 Grading Scheme: Letter Prerequisite: BCN 4720, graduate standing.

Time-cost relationships for various construction operations.

## **BCN 5729: Design-Build Delivery Methods**

Credits: 3 Grading Scheme: Letter

Focuses on an in depth examination of the advantages and disadvantages of design-build, the methodology of the design-build delivery process and implementation of this process. The class features inter-disciplinary instructors, industry speakers, and a design-build team competition with industry and faculty judges.

## **BCN 5737: Advanced Issues in Construction Safety and Health**

Credits: 3 Grading Scheme: Letter Prerequisite: BCN 4735, graduate standing.

Current construction safety and health issues. Development of specific methodology to provide hazard reduction on job sites.

## **BCN 5754C: Site Development**

Credits: 3 Grading Scheme: Letter

Principles and practices of land development including market analysis, site analysis, project programming, and financial feasibility.

## **BCN 5776: International Construction Business Management**

Credits: 3 Grading Scheme: Letter Prerequisite: BCN 6748, graduate standing.

Construction contracting, emphasis on international economics, marketing, contracts, design, and specifications.

### **BCN 5778: Facilities Operation and Maintenance**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Facilities management as a specialized professional career; study of how a facility, its people, equipment, and operations are served and maintained.

### **BCN 5784: Equipment and Methods for Heavy Highway Construction**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Theory and practice of heavy equipment utilization and constructions methods through analysis of cost through production rates, crew and fleet optimization and equipment, Introduction to planning and executing a heavy / highway construction project; and equipment and material procurement, with avoidance of counterfeit tools and equipment.

### **BCN 5789C: Construction Project Delivery**

Credits: 3      Grading Scheme: Letter      Prerequisite: BCN 5618C, 4720, BCN 6748, non-BCN graduate.

Designing, developing, estimating, scheduling, contracting, and administering a small construction project, including extensive site and feasibility analysis.

### **BCN 5885: Methods and Management for Heavy Highway Construction**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Theory and practice of heavy construction planning, methods, project management. Project control from conception through construction phase. This includes procurement of all parties to the contract. Heavy / civil plans reading; nuances of planning, estimating and bidding a unit-price contract; procurement of materials and equipment, with emphasis on supply chain integrity by avoiding counterfeit construction items.

### **BCN 5905: Special Studies in Construction**

Credits: 1-5      Max: 12      Grading Scheme: Letter      Prerequisite: graduate standing.

Credit earned for study of a special topic which is conducted under the guidance of a Rinker School faculty member. For students requiring supplemental work in the construction management area.

### **BCN 5949: Graduate Construction Management Internship**

Credits: 1-3      Max: 6      Grading Scheme: S/U      Prerequisite: approval of graduate coordinator.

Two-term employment in construction management position. This credit does not count towards the minimum number of required hours.

### **BCN 5957: Advanced International Studies in Construction**

Credits: 1-4      Max: 6      Grading Scheme: S/U      Prerequisite: graduate standing or supervising instructor's approval; admission to approved study abroad program.

Issues of local construction techniques, construction marketing, international construction, sustainability, global economics, and influence on construction of local culture, traditions, architecture, history, and political climate.

### **BCN 6036: Research Methods in Construction**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Research development process and statistical, computational, visualization, and presentation tools available to researcher.

### **BCN 6580: High-Performance Green Building Delivery Systems**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing, BCN 6585/ICM 6680, or consent of instructor.

High-performance green buildings; emerging delivery systems, evaluating their sustainability, and details on LEED criteria.

### **BCN 6585: Sustainable Construction**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Sustainability principles applied to planning, design, operation, renovation, and deconstruction of built environment. Emphasis on resource efficiency, environmental protection, and waste minimization.

### **BCN 6586: Construction Ecology and Metabolism**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Sustainability principles and concepts related to reducing environmental impacts of creating, operating, and deconstructing the built environment.

### **BCN 6621: Bidding Strategy**

Credits: 3      Grading Scheme: Letter      Prerequisite: BCN 3700/6748C, 4612C/BCN 5618C, graduate standing.

Strategy of contracting to maximize profit through overhead distribution, breakeven analysis, probability and statistical technique, a realistic risk and uncertainty objective, and bid analysis in both theory and practice.

### **BCN 6641: Construction Value Engineering**

Credits: 3      Grading Scheme: Letter      Prerequisite: BCN 4612C/BCN 5618C, graduate standing.

Principles and applications of value engineering in the construction industry.

### **BCN 6748: Construction Law**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Formation of a company, licensing, bid process, contracts, plans and specifications, mechanics liens, insurance bonds, and remedies as they relate to the building constructor and construction manager. Case studies.

### **BCN 6755: Construction Financial Management**

Credits: 3      Grading Scheme: Letter      Prerequisite: ACG 2021C, graduate standing.

Financial management of a construction company using and analyzing income statements and balance sheets, budgeting, cash flow, and cost reporting systems.

### **BCN 6756: Housing Economics and Policy**

Credits: 3      Grading Scheme: Letter      Prerequisite: graduate standing.

Concepts, terminology, and issues in affordable housing.

### **BCN 6777: Construction Management Processes**

Credits: 3      Grading Scheme: Letter

Prerequisite: graduate standing.

Existing and emerging systems for designing, planning, and construction of projects. Changing roles, relationships, and responsibilities of the parties involved.

### **BCN 6785: Construction Information Systems**

Credits: 3      Grading Scheme: Letter

Prerequisite: CGS 2531 or equivalent, graduate standing.

Potential applications of computer and information systems in the construction industry.

### **BCN 6905: Directed Independent Study in Construction**

Credits: 1-3 Max: 3 Grading Scheme: Letter Prerequisite: graduate standing.

Credit earned for advanced study of a special topic conducted under the guidance of a Rinker School faculty member.

### **BCN 6910: Supervised Research**

Credits: 1-3 Max: 3 Grading Scheme: S/U Prerequisite: graduate standing.

Credit earned for research conducted under the guidance of a Rinker School faculty member.

### **BCN 6933: Advanced Construction Management**

Credits: 1-5 Max: 12 Grading Scheme: Letter, H Prerequisite: graduate standing.

Financial and technological changes affecting construction and the management of construction projects.

### **BCN 6940: Supervised Teaching**

Credits: 1-3 Max: 3 Grading Scheme: S/U Prerequisite: graduate standing.

Credit earned for assisting with teaching of a course under the guidance of a Rinker School faculty member.

### **BCN 6971: Research for Master's Thesis**

Credits: 1-15 Grading Scheme: S/U Prerequisite: rough draft of thesis completed, graduate standing.

Research credit for a master's thesis. Must be taken in a student's final term in order to earn a Master of Science in Construction Management.

# UF Graduate School Regulations

The student is responsible for becoming informed and observing all program regulations and procedures. The student must be familiar with Graduate Catalog general regulations and requirements, specific degree program requirements, and offerings and requirements of the major academic unit. Rules are not waived for ignorance.

Key information is contained or disseminated through several electronic sites. It is the responsibility of each student to regularly check the Graduate Information Management System (GIMS) for accuracy and currency of the degree program and associated milestones. In addition, each student is required to create, maintain, and regularly check a GatorLink e-mail account. Critical information is sent directly to GatorLink accounts.

## Catalog Year

The catalog year determines the set of academic requirements that must be fulfilled for graduation. Students graduate under the catalog in effect when they first enroll as degree-seeking students at UF, provided they maintain continuous enrollment. Students who are not registered for two or more consecutive terms (including any summer term) must reapply for admission and, if readmitted, will be assigned the catalog in effect when enrollment is resumed. With the approval of their college dean's office, students may opt to graduate under the requirements of a later catalog, but they must fulfill all graduation requirements from that alternative year. The University will make every reasonable effort to honor the curriculum requirements appropriate to each student's catalog year. However, courses and programs are sometimes discontinued and requirements may change as a result of curricular review or actions by accrediting associations and other agencies.

## Attendance Policies

Students are responsible for meeting all academic objectives as defined by the instructor. Absences count from the first class meeting. In general, acceptable reasons for absences from class include illness, serious family emergencies, special curricular requirements, military obligation, severe weather conditions, religious holidays, and participation in official University activities. Absences from class for court-imposed legal obligations (e.g., jury duty or subpoena) must be excused. Other reasons also may be approved.

Students may not attend classes unless they are registered officially or approved to audit with evidence of having paid audit fees. After the end of drop/add, the Office of the University Registrar provides official class rolls/addenda to instructors. Students who do not attend at least one of the first two class meetings of a course or laboratory

in which they are registered and who have not contacted the academic unit to indicate their intent may be dropped from the course. Students must not assume that they will automatically be dropped if they fail to attend the first few days of class. The academic unit will notify students dropped from courses or laboratories by posting a notice in the academic unit office. Students may request reinstatement on a space-available basis if documented evidence is presented. The University recognizes the right of the individual professor to make attendance mandatory. After due warning, professors may prohibit further attendance and then assign a failing grade for excessive absences. Students, who have registration changes, at any time during the semester, should verify their registrations before the last day of class of the term. Retroactive drop/add or other registration changes will not be permitted.

## **Academic Honesty**

In 1995 the UF student body enacted an honor code and voluntarily committed itself to the highest standards of honesty and integrity. When students enroll at the university, they commit themselves to the standard drafted and enacted by students.

**Preamble:** In adopting this honor code, the students of the University of Florida recognize that academic honesty and integrity are fundamental values of the university community. Students who enroll at the university commit to holding themselves and their peers to the high standard of honor required by the honor code. Any individual who becomes aware of a violation of the honor code is bound by honor to take corrective action. The quality and value of a University of Florida education is dependent upon community acceptance and enforcement of the honor code.

**The Honor Pledge:** We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity. On all work submitted for credit by students at the university, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.”

The university requires all members of its community to be honest in all endeavors. A fundamental principle is that the whole process of learning and pursuit of knowledge is diminished by cheating, plagiarism and other acts of academic dishonesty. In addition, every dishonest act in the academic environment affects other students adversely, from the skewing of the grading curve to giving unfair advantage for honors or for professional or graduate school admission. Therefore, the university will take severe action against dishonest students. Similarly, measures will be taken against faculty, staff and administrators who practice dishonest or demeaning behavior.

## Registration Requirements

The University of Florida operates on a semester system consisting of two 16-week terms and two six-week summer terms. One semester credit equals 1.5 quarter credits.

### Required Full-Time Registration

	Fall and Spring	Summer		
		A	B	C
Full-time graduate students not on appointments	9-12	4	4	8
Fellows receiving \$4,000 or more per term*, and trainees	12	4	4	8
Assistants on .25 to .74 FTE (Full Time Enrollment)	9	3	3	6
Assistants on .75 to .99 FTE	6	2	2	4

**Graduate students on appointment:** Required registration for fellows and trainees with stipends of \$4,000 or greater per term (\*prorated for summer as \$1,500 for Summer A, or \$1,500 for Summer B, or \$3,000 for Summer C) is 12 credits for fall and spring, eight credits for summer. Fellows whose stipends are less than \$4,000 must register for at least three credits during fall and spring terms, and two credits for summer. The full-time registration requirement is reduced for students who are graduate assistants: nine credits for fall and nine credits for spring.

Summer A appointments must be registered for three credits, and Summer B appointments must be registered for three credits. For students on appointment for Summer C, registration must equal six credits. This may be any combination of A, B or C, but cannot be all in A or all in B. (See Academic Personnel website, <http://www.hr.ufl.edu/academic/regrequirements.asp>, for more specific details for summer terms).

Students on appointment are financially liable for excess credits beyond the required registration. If a student on appointment drops below the required registration at any time in the semester, the student becomes financially liable for the entire registration. Students who do not register properly are not permitted to remain on appointment.

Full-time registration is nine to 12 credits. Students not on an appointment may want to

enroll full time to finish their degrees in the minimum time frame, or may be required to enroll full time by external funding agencies.

**Part-time registration:** Students not on an appointment and without a specific registration requirement by the academic unit, external funding agency, or government may register as a part-time student. Minimum registration is three credits in fall or spring and two credits in summer. Part-time registration and financial aid: Graduate students should be aware that in order to qualify for most financial aid programs (federal, state, or institutional), students must be enrolled at least half -time. For financial aid purposes, a grad student must be enrolled for five hours during fall or spring term, four hours during summer term. In addition, due to limited funds, priority is generally given to full-time students. For more information: <http://www.sfa.ufl.edu/receiving/enrollment-requirements>.

**Undergraduate registration in graduate courses:** Upper-division undergraduate students may enroll in 5000-level courses with consent of the instructor. Normally, a student must have a GPA of at least 3.00. To enroll in 6000-level courses, a student must have senior standing, consent of the instructor, and an upper-division GPA of at least 3.00.

After a student is accepted to graduate school, up to 15 credits of graduate-level courses earned with a letter grade of B or better, taken under this provision, may be applied toward a graduate degree at UF, if credit for the course has not been used for a prior degree, and if the transfer is approved by the academic unit and made as soon as the student is admitted to a graduate program.

**Final term registration:** During the term the final examination is given and during the term the degree is awarded, a student must be registered for at least three credits in fall or spring and 2 credits in summer. Thesis students must enroll in BCN 6971. Non-thesis students must enroll in course work that counts toward the graduate degree. Students on a fellowship, traineeship, or assistantship must be registered appropriately for their appointments.

**Cleared prior:** Clearing prior status is only possible for thesis students who have met all published deadlines for the current term except Final Submission and/or Final Clearance from the Graduate Editorial Office. No other students are eligible. Clear Prior status exempts students from registration for the term in which the degree will be awarded. Although not required to register during the term of degree award, students are required to file a new degree application for that term within all published deadlines for

doing so, as degree applications do not carry over from semester to semester and are essential for the degree to be awarded.

**A student requesting to clear prior status must meet all of the following criteria:**

1. Student has successfully submitted a degree application for the current term within the published deadlines, as confirmed by print screen available from ISIS.
2. Student has appropriately satisfied the current term registration.
3. Student has successfully met the current term first submission deadlines for the thesis, as confirmed by the Editorial Office, via a confirmation e-mail to the student and committee chair.
4. Student has successfully met all other degree and administrative requirements, within the published deadlines for the current term, except Final Submission and/or Final Clearance with the Graduate School Editorial Office.
5. Student is in the process of finalizing the thesis with the Graduate School Editorial Office.

**Drop/add:** Courses may be dropped or added during drop/add without penalty. This period usually lasts five UF business days in the fall and spring semesters or two business days for summer semesters, starting with the first day of the term. Classes that meet for the first time after drop/add may be dropped without academic penalty or fee liability by the end of the next business day after the first meeting. This does not apply to laboratory sections. After this period, a course may be dropped and a W appears on the transcript. Students become financially liable for any course added or dropped after the deadline, including students with tuition waivers. Prior to the last day of classes for each term, students should personally verify all registration changes and any required adjustments online on ISIS. Retroactive drop/add will not be permitted.

### **Retaking courses**

Graduate students may repeat courses in which they earn failing grades. Grade points from both the initial failed attempt and the first attempt earning a grade of C or better are included in computing the grade point average. The student receives credit for the satisfactory attempt only.

### **Tuition/Fee Waivers**

Tuition waivers will be awarded to students who are appointed on assistantships at .25 full time effort (FTE) or greater, or who have Fellowships valued at greater than \$4,000 per term (prorated for summer at \$1,500 for Summer A or \$1,500 for Summer B, or \$3,000 for Summer C). These tuition waivers will apply toward the number of registration credits required for the appointment. Credits to which the tuition waiver applies

must count toward the degree and may not include audited courses, correspondence work, Division of Continuing Education (DOCE) courses, or courses designated as “self-funded” by the Registrar.

## **Change of Graduate Degree Program**

To change majors or degree level (same or different college), the academic unit must add the degree segment for graduate students via the Graduate Information Management System (GIMS). Only an authorized representative of the new academic unit and college can add the degree segment to a graduate student’s record in GIMS. If the student is no longer pursuing a graduate degree program, an academic unit must drop the degree segment via GIMS. Only an authorized representative of the academic unit and college can drop the degree segment on a graduate student’s record. Any changes to degree programs, including thesis/non-thesis/project option, must occur before the published midpoint deadline of the student’s final term.

## **Courses and Credits**

Undergraduate courses (1000-2999) may not be used to satisfy any graduate degree requirements. All 1000- and 2000-level courses may be taken on a satisfactory/unsatisfactory (S/U) basis.

Courses numbered 5000 and above are limited to graduate students, with the exception described under Undergraduate Registration in Graduate Courses. Courses numbered 7000 and above are normally for advanced graduate students.

No more than five credits each of BCN 6910 (Supervised Research) and BCN 6940 (Supervised Teaching) may be taken. Students who have taken five credits of BCN 6910 cannot take BCN 7910; the rule also applies to BCN 6940 and BCN 7940. Courses numbered BCN 7979 and BCN 7980 are not eligible to count toward a master’s-level degree program. Audited courses at any level do not count toward any graduate degree requirements.

A complete list of approved graduate courses is available in 304 Rinker Hall. You may also contact the Graduate Program Assistant for this information. Generally, graduate courses may not be repeated for credit. However, there is no limit on courses numbered BCN 6971, but the Graduate School will only count a maximum of six credits of BCN 6971 toward a MSCM degree.

**Professional course work:** Graduate students may receive credit toward their degrees for courses in professional programs (e.g., JD, DVM, or MD) when their advisers

and graduate coordinators certify that the course work is appropriate for their programs and when the students receive permission from the academic units and colleges offering the courses. The courses must be letter-graded and earned with a grade of B or better. However, the associated grades in these professional courses are not included in the calculations of the overall GPA, major GPA, and minor GPA. A list of UF professional courses for each student must be filed with Graduate Student Records (106 Grinter) on or before the midpoint deadline within the intended term of degree award. Professional courses earned at other institutions must be approved by the Graduate School via the transfer credit process. In all cases, these credits are limited to a maximum of nine credits toward the master's degree and 30 credits toward the doctorate.

## Grades

**Passing, Non-Punitive and Failing Grades:** The Office of the University Registrar records student grades. The word "credit" refers to one semester hour, generally representing one hour per week of lecture or two or more hours per week of laboratory work.

The only passing grades for graduate students are A, A-, B+, B, B-, C+, C, and S. Grades of B-, C+ or C count toward a graduate degree if an equal number of credits in courses numbered 5000 or higher have been earned with grades of B+, A- and A, respectively. Grade points are not given for S and U grades; S and U grades are not used to calculate grade point averages. All letter-graded courses eligible to count toward the graduate degree, except 1000- and 2000-level courses, are used to calculate the cumulative grade-point average. Letter grades of C-, D+, D, D- or E are not considered passing at the graduate level, although the grade points associated with these letter grades are included in grade point average calculations.

**Satisfactory/Unsatisfactory:** Grades of S and U are the only grades awarded in courses numbered BCN 6910 (Supervised Research), BCN 6940 (Supervised Teaching), BCN 6971 (Research for Master's Thesis), BCN 6972 (Engineer's Research), and BCN 7979 (Advanced Research).

All language courses regardless of level may be taken S/U if the courses are not used to satisfy a minor, with approval from the student's supervisory committee chair and the instructor of the course. S/U approval should be made by the published deadline date. All 1000- and 2000- level courses may be taken S/U. No other courses (graduate, undergraduate, or professional) may be taken for an S/U grade.

**Deferred grade H:** The grade of H (deferred) is not a substitute for a grade of S, U, or I. Courses for which H grades are appropriate must be so noted in their catalog descriptions, and must be approved by the Graduate Curriculum Committee and the Graduate School. This grade may be used only in special situations where the expected unit of work may be developed over a period of time greater than a single term. All grades of H must be removed before a graduate degree can be awarded.

**Incomplete grades:** Grades of I (incomplete) received during the preceding term should be removed as soon as possible. Grades of I carry zero grade points and become punitive after 1 term. All grades of I must be removed or petitioned before a graduate degree can be awarded.

### Grades and Grade Points

A	A-	B+	B	B-	C+	C	C-	D+	D
4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00
D-	E	WF	I	NG	S-U				
0.67	0	0	0	0	0				

**Note:** GPA calculations are truncated (not rounded) and displayed on the transcript to the hundredths place.

### Non-Punitive Grades and Symbols:

Zero Grade Points – Not Counted in GPA

**W** = Withdrew

**U** = Unsatisfactory

**H** = Deferred grade assigned only in approved sequential courses or correspondence study

**N\*** = No grade reported

**I\*** = Incomplete

### Failing Grades:

Zero Grade Points – Counted in GPA

**E** = Failure

**WF** = Withdrew failing

**NG** = No grade reported

**I** = Incomplete

## **Unsatisfactory Progress or Unsatisfactory Scholarship**

Any graduate student may be denied further registration if progress toward completing the program becomes unsatisfactory to the academic unit, college, or Dean of the Graduate School.

Unsatisfactory scholarship is defined as failure to maintain a B average (3.00) in all work attempted. Graduate students need an overall GPA of 3.000 truncated and a 3.00 truncated GPA in their major (and in the minor, if a minor is declared) at graduation. Students with less than a 3.00 GPA may not hold an assistantship or fellowship.

## **Thesis Requirements**

A thesis is a research paper written using original content. By writing a thesis a student demonstrates competency in the subject addressed. That knowledge comes from reviews of previously published articles, scientific observation, and analysis of collected data. A student's thesis committee chair will approve the student's proposed topic and provide guidance throughout the process. The committee chair must hold Graduate Research Status. Please see the Research section of the Rinker School's website, <http://www.bcn.ufl.edu>, for a complete listing of faculty members who direct master's students. Each faculty member's areas of research and expertise are listed in Table 2.

It is advised that students begin work on their theses at least two semesters prior to enrolling for Thesis Research credit. Three credit hours of Thesis Research are needed in a student's final term to graduate. Students that do not successfully defend their theses must enroll again in Thesis Research and defend again in a subsequent semester. Master of Science students may not graduate without successfully defending theses. Therefore, it is required that a student consult with their committee chair and the Director of the Master's Programs prior to registering for Thesis Research credits. A student should also have their proposal completed at least one term prior to enrolling in Thesis Research, and it is required that a rough draft of their thesis be half-completed prior to taking Thesis Research. This is because the thesis must be completed and defended early in the term of intended graduation.

When the thesis is ready to be put in final form for submission to the Graduate School, the student should review the Format Requirements of the Graduate School Editorial Office and should work with the Application Support Center to format the document in order to meet the minimum submission requirements of the Editorial Office. The Application Support Center offers students assistance with troubleshooting their documents free of charge. The Center also provides more extensive formatting and pdf-conversion

services for reasonable fees to the student. It is highly recommended that all students writing theses use their services or other competent editing services, in order to alleviate some of the stress felt during the approval process.

## **Examinations**

The student must register for sufficient and appropriate graduate credits during the term any examination is taken. The student's supervisory committee is responsible for administering the written and oral qualifying examinations and the final oral examination for the defense of the thesis, or project.

On rare occasion by virtue of scheduling conflicts beyond the control of the student, examinations may occur on days between terms (break period) with the approval of the supervisory committee. This approval does not, by any means, replace existing requirements to meet published registration deadlines and deadlines for degree certification in a particular term.

Qualifying Examinations and Final Examinations administered during a break period are only valid if the student was enrolled in at least one of the terms on either side of the break. The examination will always be associated with the term immediately preceding the break, provided the student was enrolled for that term. Otherwise, the examination will be associated with the term immediately following the break.

All members of the supervisory committee must sign the appropriate forms, including the Electronic Thesis and Dissertation (ETD) Signature Page, for the student to meet the requirements of the examination. The signed forms are to remain in the student's folder in the academic unit. Electronic information will be sent to the Graduate School via the GIMS for the Final Exam Form and UF Publishing Agreement, once the student successfully defends. The signed ETD Signature Page should be held by the Academic Unit until all Committee stipulations have been met regarding the document; however, it should be posted electronically to GIMS no later than the Final Submission Deadline for the intended term of degree award.

The qualifying and comprehensive oral examinations and the oral defense of a thesis or project may be conducted using video and/or telecommunications. It is required that the student and chair or co-chair be in the same physical location. All other members may participate from remote sites via technological means. Supervisory Committees may set their own standards for attendance at oral examinations that exceed the minimum requirement stated above. Students are responsible for coordinating the scheduling of oral examinations with their committee and must follow the policies set by their committee and the Graduate School.

## Preparation for Final Term

The student is responsible for meeting all requirements and observing every deadline.

**Thesis students:** When the thesis is ready to be put in final form for submission to the Graduate School, the student should review the Format Requirements of the Graduate School Editorial Office and should work with the Application Support Center to format the document in order to meet the minimum submission requirements of the Editorial Office. The Application Support Center offers students assistance with troubleshooting their documents free of charge. The Center also provides more extensive formatting and pdf-conversion services for reasonable fees to the student. It is highly recommended that all students writing theses use their services or other competent editing services, in order to alleviate some of the stress felt during the approval process.

**All students:** Students must submit a Degree Application on ISIS before the published deadline of the term and must meet minimum registration requirements. Degree Applications do not carry over from one semester to the next. If the degree is not awarded, the student must 1) request that his or her academic unit remove their name from the current term degree list 2) re-apply for the degree award via ISIS in a subsequent term, by the published deadline for that term; and 3) meet all other requirements for the term the degree will be awarded. These requirements also apply when a thesis student has been approved to clear prior by the Graduate School Editorial Office.

## Verification of Degree Candidate Status

This service is provided until three weeks before graduation. However, students who before that time have completed all requirements for the degree, filed the fully signed final examination report in GIMS and achieved final clearance of the thesis may request verification to that effect. Verification of Degree Candidate Status Request Forms are filled out by the candidate; signed by the supervisory committee chair, department chair, college dean, and the Graduate School Editorial Office (224 HUB); then given to Graduate Student Records (106 Grinter Hall), for verification and processing.

Although a student may have fulfilled academic requirements, the degree is not awarded until the Graduate School certifies the degree to the University Registrar. That is done at the end of Fall, Spring, and Summer C terms for all students who completed degree requirements and applied to graduate. Some employers and licensure boards require the degree statement on the transcript, which is available the day after certification in December, May, and August.

## **Awarding of Degrees (Degree Requirements)**

The Graduate School authorizes a candidate to be awarded the degree appropriate to the course of study under the following conditions (see degree descriptions for details):

- The candidate must have completed all course requirements, (including an internship or practicum if required), in the major and minor fields while observing time limits and limitations on transfer credit, on nonresident work, and on level of course work.
- The candidate's grade point averages must be at least B (3.00, truncated) in the major and overall (all courses eligible to count toward the graduate degree), including a minor where appropriate.
- All grades of I, H, and X must be resolved. Grades of I, X, C-, D+, D, D-, E, and U require a written petition from the Academic Unit to the Dean of the Graduate School.
- The candidate must have satisfactorily completed all required examinations (qualifying, comprehensive, and final) and be recommended for the degree by the supervisory committee, major academic unit, and college.
- The thesis must have been approved by the supervisory committee and accepted by the Graduate School.
- Recommendations for awarding a degree include meeting all academic and professional qualifications as judged by the faculty of the appropriate academic unit.
- All requirements for the degree must be met while the candidate is a registered graduate student. Degrees are certified 3 times per year: December, May, and August.

## **Attendance at Commencement**

Graduates who are to receive advanced degrees are urged to attend Commencement to accept in person the honor of receiving their graduate degree. Through the University Bookstore, the student may arrange to rent or buy the proper academic attire to be worn at Commencement.

Some information for this section was taken from the UF Graduate Catalog, <http://grad-catalog.ufl.edu>, which is maintained by the UF Graduate School. Please see their site, <http://gradschool.ufl.edu>, for additional information.

## Frequently Asked Questions about the CM Master's Programs

### **Are graduate students eligible for lockers?**

Yes. Lockers are available at the beginning of every Fall and Spring semesters. Students looking to obtain a locker may visit the Rinker School office (304 Rinker Hall) or visit the student section of [www.bcn.ufl.edu](http://www.bcn.ufl.edu) to register the locker. Please remember that any locker NOT registered may have the lock cut off.

### **Is any assistance with employment offered by the School?**

Yes, we have a full-time Career Placement Coordinator who assists students with finding internships and job offers. We also have career fairs in the Spring and Fall semesters.

### **What research centers does the School house?**

***Powell Center for Construction and Environment.*** The Powell Center for Construction and Environment is primarily a research organization dedicated to the resolution of environmental problems associated with construction activities and the determination of the optimum materials and methods for use in minimizing environmental damage.

A secondary mission is to serve as a resource center for the design and construction industries to utilize for assistance and information in adhering to provisions of environmental laws and regulations. The Center also conducts seminars, courses, and symposia on the subject of construction and environment. In conjunction with this latter mission, the Center also publishes handbooks and guides for use by construction professionals, to assist in their understanding of environmental issues and the regulatory system, which has the purpose of protecting the nation's environment and environmental resources. The director of the Center is Dr. Charles Kibert.

***Fluor Program for Construction Safety.*** The Fluor Program for Construction Safety is concerned with reducing loss in the construction industry through safe construction practices. To accomplish this, the Center engages in three broad range activities with the following objectives: research, technical information, and data analysis. The Fluor Program works directly with the Fluor Corporation in providing advanced safety management training to its corporate safety professionals. The director of the Center is Dr. Russell Walters.

### ***Shimberg Center for Housing Studies.***

The mission of the Center is to coordinate and focus the talent and resources of the University of Florida and the State University System on facilitating the production of affordable housing for lower income residents statewide. The director of the Shimberg Center for Housing Studies is Mr. William O'Dell.

### ***Center for Advanced Construction Information Modeling.***

The mission of this long-standing Center is to educate and facilitate members of the Architect-Engineering-Construction-Operations industry about new and emerging technologies and promote and facilitate an improved information exchange through the implementation of Building Information Modeling (BIM), Virtual Design and Construction (VDC), and Information Technology. Director of the Center is Dr. Raymond Issa.

### **Will graduate students have their own space?**

Graduate Teaching Assistants will be provided with a desk. Students with research assistantships or fellowships will be provided a desk if space is available.

### **Can I receive credit for work experience or life experience?**

The Rinker School strives to assemble a student body that is diverse in all respects, but experience in the construction industry, especially in a management capacity, is regarded as the most valuable of all assets that an applicant can possess other than academic accomplishments. That said, the school's admission standards are not abandoned to admit an applicant that has construction experience, no matter how noteworthy. In a case where the academic record of an applicant is sufficiently close to posted admission standards, substantial industry experience may help the applicant gain admission to the School.

Once admitted, a student may use industry credentials to waive one course. BCN 5737, Advanced Issues in Construction Safety, may be waived by students holding a 30-hour OSHA card which was earned within the past five years. The waiver of that course does not reduce the number of hours that a student must pass in order to graduate. Students that successfully waive that course must take another graduate course of at least three credit hours and meet all other graduation requirements in order to graduate.

### **I have written a thesis for a prior degree program. Can I take additional courses in lieu of writing a thesis and still earn a MSCM?**

No.

### **Do you accept transfer credits from other universities**

Yes. We can transfer up to six credits of relevant graduate-level coursework from another regionally accredited institution, if they were not used to satisfy requirements for a previous degree.

### **Can I transfer credits from the Rinker School toward degrees in other UF colleges or other universities?**

Yes. Up to nine credit hours can be shared with another master's degree and up to 30 credits can be transferred to a doctoral degree.

### **Is financial aid available?**

Yes. For opportunities not covered in the section headed "Funding Opportunities" earlier in this handbook, please see the Student Financial Affairs website for additional information. <http://www.sfa.ufl.edu/> Note that international students are not eligible for Federal financial aid.

### **Is housing available?**

Yes. Please see the UF Housing and Residence Education website for more information. <http://www.housing.ufl.edu/>

### **Does the Rinker School offer graduate courses in the summer?**

Yes. Starting in Summer 2015, graduate courses will be offered in on-line format only. The courses available will change from Summer to Summer, so check the most recent course listings before attempting to register.

### **Can I waive some of the prerequisites?**

Possibly. Prerequisites are set based upon courses taken in undergraduate majors typical of Rinker School applicants and graduate students, such as Architecture, Engineering, Construction Management and Business. However, it is recognized that all undergraduate programs in these areas do not carry identical course offerings. Therefore, the school will entertain any student request to waive a prerequisite. To start the process of waiving a prerequisite, see the Graduate Program Assistant to receive a Waiver Form and then see the Director of Master's Programs. In order to make a case for waiving a course to the Director of Master's Programs, make an appointment to meet with him and come to the meeting with transcripts and course descriptions of the course(s) that the student has taken that they wish to use to prove that they do not need to take a particular prerequisite. The Director of Master's Programs is available to receive those students seeking to waive prerequisites at the beginning of the third week of each term.

## **I am interested in many different subjects; can I take a variety of courses?**

Yes. Courses in related fields such as Architecture, Engineering and Business are almost always approved. See the Graduate Program Assistant to discuss any course that you may want to take that is in a field not typically taken by Rinker Master's students. Approval from the Director of Master's Programs is required for a student to take any non-BCN course for master's degree credit.

## **If I do not find courses that suit me in a given time, can I arrange for an Independent Study?**

Probably, but there are no guarantees. It is incumbent upon the student seeking an independent study to contact a faculty member and ask the faculty member to oversee the independent study for the student. No faculty member is required to ever participate in an independent study, but if the independent study is in an area of interest to the faculty member, the faculty member will often acquiesce.

## **How quickly can I earn a MS/MCM?**

This depends upon the student's background (experience and academic), capabilities, aggressiveness and diligence. A Combined Degree student (See Combined Degree section for details) may be able to finish within two terms of their admission to a Master's Program, whereas it may take a student with a background in Business three years if they take no, or very few, Summer courses.

## **What Can I do with this degree?**

Most Rinker graduates find employment with a construction contractor upon graduation, but these are surprisingly flexible degrees. Besides going to work for a contractor, Rinker graduates go to work for owners, manufacturers, suppliers, and design firms (architect or engineering, depending on prior degrees). The comprehensive nature of degree requirements prepare graduates to open, own and operate their own business within or outside the construction area. Many Rinker graduates go to work initially with an established company and then start their own company. Those going to work for a large construction contractor can go into various tracks within a company (project management, estimating, testing, etc.), while those going to work for a smaller company can get involved with all areas within the company. Many Rinker master's graduates go on to pursue higher terminal degrees in areas such as law, engineering and architecture.

## **What exactly are the admission requirements?**

Applicants need to have an undergraduate GPA of at least 3.00 after the first 60 semester hours of credit. They also need a GRE score of 300, with a minimum verbal score of 140. International students whose native language is not English must also show sufficient English proficiency (see page 9, second paragraph)

## **Are there certain requirements or rules for which it is absolutely hopeless to petition for an exception?**

Yes. A partial list of these include:

- Graduating after failing to apply for graduation
- Waiving BCN 6036, Research Methods
- Admission to a Master's program without an (or while waiting on an) acceptable GRE score. This includes Combined Degree applicants.
- Graduating with less than a 3.00 grade point average
- Using ICM course credit toward an MCM or MSCM degree.
- Waiving Construction Law, Scheduling, Capstone, Estimating and Project Management (all international students; and all domestic students other than those with undergraduate degrees in Construction Management) is very, very rare; but due to the lack of uniformity among different programs around the world, these can be analyzed on a case-by-case basis.

## **Are there certain exceptions to the rules for which one might successfully petition?**

Yes. Sometimes, students can receive a waiver for a prerequisite course. See above for procedure. Sometimes, if a student finds himself or herself in a bad situation that is no fault of the student, the School can petition the Graduate School on the student's behalf and receive a positive answer. For instance, students who are called up into active military service or face a serious illness, often receive grace on certain requirements through the petition process.

## **I'd like to plan all of my coursework in advance for my entire time in the program. Is that possible?**

Being able to completely follow the plan generated prior to entering the program is not likely. Each student is required to submit a Plan of Study each term as part of the registration process, so to that extent, planning one's coursework in advance is encouraged. However, faculty turnover is a reality and graduate courses often come and go with a faculty member's going and coming, since the courses offered, other than those considered core courses, depend on the areas of expertise of the individual faculty members at any time. Often a student will take a course that piques their interest in a certain area

that they had not considered before, or often opportunities for internships or employment present themselves to a student during their time at Rinker that makes them want to receive more knowledge in a certain area. Course schedules are never set more than 1-2 semesters in advance, which makes planning past that, though a good thing to do, not something that the student can count on completely following.

### **What percentage of MCM / MSCM graduates pursue advanced degree studies?**

Only a small number of master's students go on to doctoral programs. This trend is likely due to the fact that a PhD is not necessary to work in the construction industry and one can obtain a high salary position with just a master's degree. However, for those interested in pursuing a career in academia, a PhD is highly recommended, and attainable for graduates of the MS/MCM degree programs. Also, the very largest construction contracting firms, require PhDs for certain positions.

### **What are some of the schools from which MS/MCM students matriculate?**

We receive students from institutions such as our own undergraduate programs, the other Florida colleges and universities, and other prominent U.S. universities. Top Indian universities, Chinese universities, European universities, South American universities, and many more from around the world have contributed to the student body of the Rinker School Master's Programs.

The list of prominent U.S. colleges and universities from where these students have matriculated include:

Boston University	Vanderbilt University
Georgia Tech	University of Virginia
University of Maryland	Wake Forest
State University of New York	Washington University (St. Louis)
Roger Williams University (RI)	Wharton School of Business (U. Penn)
Texas Tech	Wheaton College (Illinois)

### **Does the school have competition teams for Graduate Students?**

Yes. Some of our teams participate in competitions that allow graduate student participation. These can change suddenly, so please inquire once you arrive on campus; and if you want to participate in a competition team, keep inquiring until you find a team that will accept graduate students. All student organizations at Rinker will accept graduate students as members, and many master's students have served as assistant coaches for undergraduate competition teams.

## **Does the school provide preparatory classes to help students with interview situations and resume building?**

The Rinker School has a career placement program; and you are encouraged to utilize UF's Career Resource Center to have your resume reviewed, conduct mock interviews and skype interviews.

## **What classes are available to be taken online?**

This is a dynamic process, so the answer would change from term to term. Please contact the Graduate Program Assistant to obtain this information for each term in which you are interested.

## **Can I earn the MS/MCM completely online?**

Not at this time. For those with at least five years of industry experience or an undergraduate degree in construction, we do offer a distance education master's degree, the Masters of International Construction Management. Please visit our website at [www.bcn.ufl.edu](http://www.bcn.ufl.edu) for more information.

## **When and how do I get my Gator-1 ID card?**

Students should stop by ID Card Services (aka Gator 1 Central), located on the ground floor of the UF Bookstore & Welcome Center, when they arrive on campus to begin their first semester. To obtain your Gator 1 Card, bring an official Photo ID (Passport or Driver's License) and \$15.00 (cash, check, Visa, AmEx, MasterCard, Discover, or debit card). Students can link their Gator 1 Card to a number of vital campus accounts, and can then use it to access meal plans, purchase snacks on campus, buy books at the UF Bookstore or pick up a Pepsi at a vending machine. Students can even access their Wells Fargo bank accounts by using Gator 1 as an ATM card. Please visit [www.bsd.ufl.edu](http://www.bsd.ufl.edu) for additional information.

# Student Organizations

## **School of Construction Management College Council**

The Rinker School of Construction Management College Council represents Rinker School students and acts as a liaison between the students and the School's faculty and administration, the University's administration, Student Government, and the Gainesville Community.

The Council consists of twelve members: four student-elected officers, one Council-appointed officer, and seven student-elected representatives. The Council also includes one student-elected senator. The Council's primary responsibility is to physically and financially support the student's educational activities.

The Council achieves this goal: by organizing and funding various Rinker School activities; by creating and providing a school-related display and slide presentation for student organizations to use at national conventions and trade shows; by supplying information to student organizations for community and university service projects; by co-sponsoring the Rinker School Homecoming Float.

To create a cordial relationship between Rinker School students and students from other disciplines in the College, the Rinker School College Council holds joint meetings with the Architecture College Council. Other responsibilities of the Council include organizing Rinker School Block Seating for stadium functions, and presenting awards of recognition such as the Outstanding Student Leadership, Outstanding Student Scholarship, Outstanding Student Organization, and Teacher of the Semester Awards. Dr. Richard Smailes is the faculty advisor.

## **Associated Builders and Contractors (ABC)**

The University of Florida Student Chapter of the Associated Builders and Contractors was established in November of 1983. The student chapter is sponsored by the Florida Gulf Coast Chapter of the national organization.

The purpose of the student chapter is to increase student knowledge of the construction industry, promote fellowship and professionalism, and provide service to the School of Construction Management, the University of Florida, and the community. The student chapter of ABC has twice been recognized by ABC as the best student chapter in the nation.

ABC's chief purpose is the creation of a work climate where independent and union firms can work together in harmony. An important goal of the chapter is to promote the

‘Merit Shop’ philosophy and the right to choose between independent and union work environments. Important functions of the student chapter include sponsoring guest speakers at each meeting, sending representatives to both state and national ABC conventions, and sponsoring the annual ‘ABC Student-Contractor Social.’ Other chapter activities include attending monthly Gulf Coast Chapter meetings, fund raisers, assisting in Homecoming activities, and organizing social gatherings. Dr. James Sullivan is the faculty advisor.

### **Associated General Contractors (AGC)**

The student chapter of Associated General Contractors is primarily a service organization, the members dedicated to using their construction knowledge and skills to serve the School of Construction Management, the University of Florida and the Gainesville community. The advisor for the Associated General Contractors is Dr. Russell Walters.

### **American Society of Safety Engineers (ASSE)**

The American Society of Safety Engineers (ASSE) is the nation’s oldest and largest safety organization and represents more than 30,000 safety, health and environment practitioners committed to protecting people, property and the environment and are at the forefront of safety engineering, design, standards development, management and education in virtually every industry, governmental agency, labor and education. ASSE and its members continue to work towards increasing workplace safety and health and raising awareness globally. The faculty advisor is Dr. Walters.

### **Christians in Construction (CIC)**

Christians in Construction was founded at the School of Construction Management in 1993. The main activity of CIC is to host guest speakers who are Christian business people from the construction industry, including contractors, architects, engineers, and attorneys. Students are also able to meet and develop relationships with potential employers. In addition to hosting speakers, CIC engages in activities such as taking construction project field trips and participating in philanthropic events. Dr. Larry Muszynski is the faculty advisor.

### **Construction Management Association of America (CMAA)**

The Construction Management Association of America is the only construction association devoted to promoting professional construction management. CMAA at the University of Florida is open to all students. The chapter sponsors guest speakers, social gatherings, and presentation of papers at regional and national meetings. The advisor for the Construction Management Association of America is Professor Michael Cook.

## **Design-Build Institute of America (DBIA)**

The DBIA Student Chapter is dedicated to promoting widespread and successful utilization of the design-build project delivery method in shaping the built environment. This goal will be facilitated through active participation by Student Chapter members with: local DBIA Regions, professionals and corporations, students and faculty in design and construction-related disciplines, local professional organizations representing architecture, engineering, landscape architecture, general contracting, law and government, national DBIA programs and services. Our Student Chapter has developed a strong working partnership between students and industry professionals regarding the education and research objectives required for the continued growth and excellence of design-build. The Faculty Advisor is Dr. Douglas Lucas.

## **Florida Transportation Builders Association (FTBA)**

FTBA connects the Florida transportation construction industry through a network of industry leaders, providing for opportunities to discuss issues affecting the industry and build lasting relationships. FTBA represents hundreds of members and is the transportation construction industry's watchdog. Speaking with one, strong voice, FTBA leaders are recognized as THE state and national spokespeople for the transportation construction industry in Florida.

FTBA promotes the Florida transportation construction industry by fostering public understanding and support for an efficient, effective and totally integrated transportation system, including air, highway, local streets and roads, railroads, and public mass transit systems through promotion of the industry, while encouraging the highest degree of honesty and integrity among contractors, suppliers, engineers, and public officials in the industry.

FTBA supports the Florida transportation construction industry by providing continued education opportunities to hone the development of skills and knowledge among those people planning, constructing and designing transportation facilities; and provides input into the development, modification and updating of Florida Department of Transportation specifications.

FTBA explores the Florida transportation construction industry by continually investigating the feasibility and advancement of applications for new technology, equipment, techniques, procedures, and systems for planning, financing, designing, constructing, maintaining and operating transportation systems, while continuously looking into alternatives for improvement to the economic, social, environmental, political, and safety challenges surrounding the transportation needs of the State of Florida. The advisor for FTBA is Dr. Edward Minchin.

## **National Association of Home Builders (NAHB)**

The National Association of Home Builders is primarily a service organization, with members dedicated to using their construction knowledge and skills to serve the School of Construction Management, the University of Florida and the Gainesville community. The advisor for the N.A.H.B. is to be determined.

## **National Association of Women in Construction (NAWIC)**

The National Association of Women in Construction is an international association of women employed in all areas of construction, from the skilled trades to business ownership. The UF student chapter was founded in 2000 and includes students from all the majors in the College of Design, Construction, and Planning. Dr. Raymond Issa is the faculty advisor.

## **Sigma Lambda Chi**

Sigma Lambda Chi (SLX) is the national honorary society of Construction Management. The purpose of SLX is to recognize outstanding students in the School of Construction Management for their scholastic achievements, leadership abilities, and extracurricular activities.

Each semester, SLX extends invitations to join the organization to students in the Junior 2, Senior 1, Senior 2, and Graduate classes. Students must have completed at least 12 hours of course work accepted as upper-division or graduate credit toward a Rinker School degree and be ranked in the top 20% of their class.

SLX serves students and the School while promoting good public relations with the construction industry. The Society performs volunteer work for the Gainesville community and is a source of required blueprints for Rinker School class work. To assist students in their quest for employment, SLX has organized and maintains a computerized Job Search File which contains the brochures of over one hundred construction firms. Dr. Russell Walters is the faculty advisor.

## **US Green Building Council (USGBC)**

The student chapter of the USGBC was founded in 2000 and is the oldest student chapter of the USGBC in the U.S. The USGBC fosters the adoption of high performance building design and construction techniques, reduced construction waste, deconstruction of buildings, increased recycling, and healthy buildings. This student organization is open to campus-wide membership. Dr. James G. Sullivan is the faculty advisor.

# Index

## A

Abroad	5, 13, 19
Admission(s)	9
Application	9, 12, 20, 25, 26, 30, 32, 44
Applying	5, 9
Appointment(s)	24, 25, 26
Australia	13
Award(ing)(ed)	5, 12, 14, 25, 26, 28, 29, 31, 32, 33, 41

## B

Bidding	11, 19, 20
BIM	3, 35
Business	2, 10, 18, 26, 36, 37, 39, 42, 44

## C

Candidate	5, 14, 15, 32, 33
Career	2, 3, 7, 8, 13, 19, 34, 39, 40
Catalog Year	22
Christian(s)	42
Cleared Prior	25
Clubs	41, 42, 43, 44, 45
Combined	2, 3, 6, 9, 14, 37, 38
Commencement	5, 33
Committee	15, 26, 28, 29, 30, 31, 32, 33
Competition	18, 39
Concurrent	5, 14
Contact	4, 14, 23, 27, 37, 40
Cook	16, 43
Cost Analysis	16, 18
Credit(s)	5, 12, 14, 15, 18, 19, 20, 21, 23, 24, 25, 26, 27, 28, 30, 31, 33, 35, 36, 37, 38, 44
Curriculum	3, 6, 13, 14, 15, 22

## D

Deadline	25, 26, 27, 28, 31, 32
Deferred	29
Degree(s)	2, 3, 5, 6, 8, 9, 10, 13, 14, 15, 22, 25, 26, 27, 28, 29, 31, 32, 33, 35, 36, 37, 38, 39, 40, 43, 44
Delivery	3, 16, 17, 18, 19, 43
Design-Build	11, 18, 43
Director	2, 4, 10, 14, 17, 30, 34, 35, 36, 37, 49
Dishonest(y)	23
Distance	6, 8, 10, 40
Doc	6
Drop/Add	22, 23, 26

## E

Ecology	16, 20
Economics	11, 18, 19, 20
Editorial	25, 26, 30, 32
Elective	5, 10
Emergency	6, 8

Engineer(ing)	2, 8, 10, 11, 16, 17, 18, 20, 28, 35, 36, 37, 42, 43
Environment	16, 20, 23, 34, 42, 43, 44
Estimating	16, 18, 19, 37, 38
ETD	31
Equipment	19, 44
Exceptions	27, 38
Exchange	13, 35

## F

Facilities	16, 19, 43
Faculty	2, 5, 6, 12, 15, 16, 18, 19, 21, 23, 30, 33, 37, 38, 41, 42, 43, 44, 45
Fail(ing)	23, 26, 28, 29, 38
Final Clearance	25, 26, 32
Financial	18, 20, 21, 25, 36
Financial Aid	25, 36
Fire	6, 8
Foreign Language	9
FTE (full-time enrollment)	24, 26, 28, 29
Full-time	24, 25, 34
Funding	5, 12, 25, 36, 41

## G

Gatorlink	22
Gator-1	40
Germany	13
GIMS	22, 27, 31, 32
Grade Point(s)	9, 15, 26, 28, 29, 33, 38
Graduate	2, 4, 5, 8, 9, 10, 12, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 44, 49
Graduate Program Asst.	4, 12, 14, 27, 36, 37, 40, 49
GRE	11, 18
Green	16, 17, 19, 45

## H

Health(y)	12, 16, 18, 42, 45
Heavy	19
Highway	19, 43
History	5, 6, 19
Home Builders	12, 44
Honesty	5, 23, 43
Hong Kong	13
Honor(ary)	22, 23, 33, 44
Housing Studies	34, 35

## I

ID Card	40
IELTS	9
Ignorance	12, 22
Incomplete	29
Independent	21, 37, 42
International	3, 6, 8, 9, 13, 16, 18, 19, 36, 38, 40, 44
Intern(ship)	19, 33, 44
ISIS	26, 32
Issa	16, 35, 44
Ivy	3

## **J**

Job	2, 18, 34, 45
Joint	5, 14, 15, 41
Juris	5, 14

## **K**

Kibert	16, 34
--------	--------

## **L**

Law	2, 14, 15, 16, 20, 34, 37, 38, 43
Labor	16, 18, 42
Laboratory	22, 23, 26, 28
Levin	15
Lockers	34
Lucas	16, 43

## **M**

Management	2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 22, 27, 31, 34, 35, 36, 37, 38, 40, 41, 42, 43, 44, 49
Maintenance	16, 19
MELAB	9
Metabolism	20
Military	16, 22, 38
Minchin	2, 3, 4, 17, 43
Modeling	3, 11, 16, 35
Muszynski	17, 42

## **N**

## **O**

Obligation	22
O'Dell	35
Online	3, 8, 9, 26, 40
Opportunities	2, 5, 12, 13, 36, 38, 43
Organization(s)	2, 5, 12, 18, 32, 39, 41, 42, 43, 44, 45

## **P**

Planning	6, 8, 18, 19, 20, 38, 39, 43, 44
Preparatory	40
Prerequisite(s)	10, 18, 19, 20, 21, 36, 38
Progress	2, 3, 5, 30
Professional(ism)	8, 16, 17, 19, 22, 23, 27, 28, 33, 34, 41, 43
Public	3, 44
Punitive	28, 29

## **Q**

Qualifying	14, 31, 33
------------	------------

## **R**

Records	28, 32
Registration	5, 12, 23, 24, 25, 26, 27, 30, 31, 32, 38
Registrar	22, 27, 28, 32

Research 3, 7, 10, 12, 15, 16, 17, 19, 21, 27, 28, 30, 34, 35, 38, 43  
 Retaking 26  
 Robinson 12, 49

## S

Safety 18, 34, 35, 42, 44  
 Satisfactory/Unsatisfactory 5, 9, 26, 27, 28, 29, 30  
 Scholarship 5, 12, 30, 41, 49  
 Seven Years 10  
 Singapore 13  
 Site 18, 19, 22, 31, 33  
 Smiles 41  
 Special 5, 13, 16, 19, 21, 22, 29  
 Strategy 11, 20  
 Student(s) 2, 3, 5, 6, 8, 9, 10, 12, 13, 14, 15, 19, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45  
 Submission 9, 25, 26, 30, 31, 32  
 Sullivan 17, 42, 45  
 Summer 13, 14, 22, 24, 25, 26, 32, 36, 37  
 Supervised 11, 21, 27, 28  
 Supervisory 15, 28, 31, 32, 33  
 Support 12, 13, 30, 32, 41, 43  
 Sustainable 10, 11, 16, 17, 20  
 S/U 19, 21, 27, 28

## T

Table of Contents 5  
 Teaching 11, 12, 15, 21, 27, 28, 35  
 Team(s) 18, 39  
 Thesis 5, 10, 11, 12, 15, 21, 25, 26, 27, 28, 30, 31, 32, 35  
 TOEFL 9  
 Transfer(ing) 7, 25, 28, 33, 36  
 Transportation 43, 44  
 Truncated 29, 30, 33

## U

## V

Value 11, 12, 13, 20, 23  
 Virtual 35, 42

## W

Waivers 5, 26  
 Walters 17, 34, 42, 44  
 Women 44

## X

## Y

## Z



## **Robert Ries**

Director, M. E. Rinker, Sr. School of  
Construction Management



## **Edward Minchin**

Director, Master's Programs,  
M. E. Rinker, Sr. School of  
Construction Management



## **G.W. Robinson, Benefactor**

G.W. Robinson has provided over 2,500 homes to families in Alachua and surrounding counties since 1968 and stands today as the premiere builder of up-scale homes in the Gainesville area. The two scholarships that he established has funded the education of countless Master's students in the Rinker School.



## **Joseph Carroll**

Graduate Program Assistant,  
M. E. Rinker, Sr. School of  
Construction Management





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**M.E. Rinker, Sr. School of Construction Management**

**P.O. Box 115703**

**University of Florida**

**Gainesville, FL 32611-5703**

**PH: 352.273.1150**