24 Aug 2023

MEMORANDUM FOR STUDENTS ENROLLED IN CENG 5350

SUBJECT: Advanced Topics in Civil Engineering Administrative Instructions (Water Distribution Design), AY123S

1. Welcome to a three hour graduate Advanced Topics in Civil Engineering, a course that allows you to explore topics that are not in the curriculum as a course listing. Leaders are required to be creative, life-long learners who understand contemporary issues and how they influence engineering projects. An advanced topics course in civil engineering course will require students (you!) to tackle a real problem, while studying and considering the current contemporary issues influencing possible solutions. During the upcoming course, I believe you will find your in-depth study to be interesting, challenging, rewarding, and fun! We will meet once a week for three hours (Encl 1). My bio and contact information is attached (Encl 2). The bio for the professor teaching the content will be provided once assigned.

2. Advanced Topics in Civil Engineering provides the opportunity to study topics in depth which has not been covered in previous course material since they are not part of courses in the curriculum, but the topics are relevant to future employment opportunities. The three-hour Advanced Topics in Civil Engineering is run like another graduate course with content provided three hours per week with normal course requirements (projects, homework, exams, and a final exam) and at least one submission with the student doing an independent study of some course material.

3. Your professor will teach based on the schedule in Enclosure 1. If you will miss a scheduled class, you are still responsible for the material and will not get the participation points available for each lesson unless an authorized absence.

4. You are encouraged to seek additional instruction (AI, office hours?) during the following general times-F 1-3 PM or after class or by simply arrange a mutually agreeable time. Take advantage of AI, it's FREE and really will help! Use e-mail (tnalbone@uttyler.edu or connect through CANVAS page) to coordinate a time outside of office hours.

5. Online Access and Zoom etiquette to be observed during interactions for the course.

a. Keep in contact and disclose accurately the progress made during the assignments of content review and presentation of materials

b. Bring study notes, textbook, note-taking material, and calculator to every class. Class preparation is your individual responsibility.

c. Textbook (or designated reading): Based on the topics being studied.

d. We will have announced and unannounced reading quizzes as well as participation points. Class preparation is your individual responsibility. Students are expected to attend class, participate in discussions, answer questions presented in class and be responsible for all material and announcements discussed in class.

e. **ACADEMIC DISHONESTY:** Representation of other's work as your own will not be tolerated. Cheating on examinations, quizzes, and homework and the false representation of work will be

interpreted as academic dishonesty. Academic dishonesty will be subject to disciplinary action as outlined by the UT Tyler Student Guide on Conduct and Discipline.

6. Exams and Grading:

   a. Grade Breakout and Cutoffs:

Course Points	Minimum	Grade Scale
Discussion Topics	200 (20%)	A+ 96.67%..966.5
Research Paper Outline and 1st Draft	200 (20%)	A 93.33%..933
Final	500 (50%)	A- 90.00%..900
Professional Grade	100 (10%)	B+ 86.67%..866.5
		B 83.33%..833
		B- 80.00%..800
Total	1000 (100%)	C+ 76.67%..766.5
		C 73.33%..733
		C- 70.00%..700
		F <69.97%<699

As a graduate level course, the expectation is that any grade lower than a "C" is not compatible with Graduate level work. If you get less than 70% on all individual events you may fail the course, **regardless of your course grade**. Of course, final grades are only A, B, C, F. Therefore, a C- is a C for a final grade. This distribution is to graphically remind you of how well you are doing.

7. How You Should Prepare for Lessons

1. Study: Introduction to Construction Structural Systems is as challenging as any course you will have at The University of Texas at Tyler. President's policy states that you are expected to spend **120-180 minutes on average** outside of class for each hour that you spend in class. Make sure that you completely and thoroughly understand the lesson that was just covered in class before moving on to the next lesson. Familiarize yourself with the upcoming lesson so that you get the most learning possible out of the time that you spend in class. A "rule" for time allocation is 85% on the lesson just covered, 15% on the upcoming lesson. When studying you should focus on accomplishment of the individual learning objectives listed for each lesson. This will normally include development of an understanding of the definitions of new words for each lesson as well as the assumptions, principles, and procedures used in solving the example problems.
2. Use the Text or designated reading: Our text was carefully selected from many available texts because the author does such a fine job explaining difficult concepts. You will find the illustrations in the text to be very informative and the numerous examples very practical and straight forward. Read and study the assignment in the text, paying particularly close attention to principles, assumptions, and examples.
3. Solve Scenarios as discussed during our meeting times/s: **This is the absolute key to success in this course!** No scientific or mathematical subject can be mastered without working problems. The more problems you work yourself, the better you will understand the principles involved. Problem sets are assigned throughout the course and must be completed and turned in for grade. In addition, it will help if you work additional problems. I will provide some in the study notes. They are selected to cover the scope of the lesson. You may help each other in working these problems, but it will be much better for you to try to do them yourself before asking for help. Do not be satisfied with just getting the answers. Always try to understand the principles and

process you used to solve each problem. The problems complement the lessons and should be worked and reviewed.

4. Prepare Your Records for the Course Notebook: The record shows that the best students keep the best notebooks. You should organize your notebook so that all material for each lesson can be easily referenced.

8. Graded Events: All Graded Events are mandatory and becomes part of your grade, failure to submit any required work will **result in an incomplete**. As a leader your goal is to make a clear, logical, and professional presentation of your work, which is both accurate and correct. As such both your presentation and the accuracy of your work are important, and both will be graded. All submissions are due in class or by 5 PM. Additional guidance:

a. **ASSIGNED READING**. Doing the assigned reading prior to class will help you to understand the material presented during the instruction and will fill in gaps for things we do not cover (***We will not cover everything since independent learning is a desired result, you will learn some topics on your own from the textbook***). It will also make you more familiar with terms and concepts to be covered. To help motivate you to do the reading there may be quizzes that you are required to complete prior to class on most readings.

9. Late Submissions. It is a basic principle of professionalism that **"Professionals are not Late."** A "COORDINATED LATE" submission occurs when you will miss the suspense for a graded homework assignment and you contact me in advance. Notification immediately before the submission will not suffice. Point cuts up to the amounts below **may** be assessed for a "COORDINATED LATE" submission:

1. 0-24 hours late — a deduction of 25% of the earned grade
2. 24-48 hours late — a deduction of 50% of the earned grade
3. More than 48 hours late — No credit. **Assignments must still be submitted.**

Obviously there are circumstances that will occur and make a timely submission impossible and I will work with you when and if they occur.

All work in this course must be properly documented. As you are having your work reviewed it is likely that you might receive help from your classmates, just simply document it. Information from the course textbooks (equations and outlines of procedures), class notes, or me is considered immediately available to all students and need not be acknowledged or documented (unless you directly copy or paraphrased content). **YOU ARE REQUIRED TO ACKNOWLEDGE AND DOCUMENT ALL OTHER ASSISTANCE AND REFERENCES USED.** Documentation will be accomplished in accordance with any manual for writing, footnote or endnote, for papers, but for written homework, just place the documentation right at the point you received help using Who and What assistance.

10. There will be several opportunities to earn bonus points for outstanding work on problem sets and for completion of other optional assignments. Opportunities for bonus points will be clearly identified by the instructor and announced in class (another reason to attend class). Make use of these opportunities to extend your learning!

11. Students Rights and Responsibilities. To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:
http://www.uttyler.edu/wellness/StudentRightsandResponsibilities.html

Review Syllabus required information available within the CANVAS component for the course. On the following –

1) Grade Replacement/Forgiveness.
2) State-Mandated Course Drop Policy.
3) Disability Services.
4) Student Absence due to Religious Observance.
5) Student Absence for University-Sponsored Events and Activities.
6) Social Security and FERPA Statement.
7) Emergency Exits and Evacuation (if appropriate to meeting class conditions

		CENG 5350.060 2238S	Meets 5:30-7:10 R
			AS OF 23 Aug 2023
Meeting	**Date**	**Lesson Title**	**Notes**
1	26-Aug	Water Distribution issues	
2	31 -Aug	Water Distribution Issues	
	4-Sep	**Withdraw without Penalty**	**Census Date**
3	7-Sep	Modern Maintenance	
4	14-Sep	Unsteady Closed Conduit Flow	
5	21-Sep	Americas Failing Water Systems	Outline and Selected References
6	28-Sep	Discussion Water Systems Challenges and Solutions	
7	5-Oct	US Water Supply Data and review of Facts	
8	12-Oct	Common Issues of design	
9	19-Oct	Common issues of Construction/installation	Review of Paper topic and edits
10	26-Oct	Common Issues of Distribution	
11	2-Nov	Water Demand and expectations	
12	9-Nov	Public Health Impacts	
13	16-Nov	Lessons Larned form Jackson, MS	
14	30-Nov		Final Presentation of Paper contents
15	7-Dec		Final Paper Submitted

CENG 5350 Course Objectives:

- Apply the STEM thought process to develop creative solutions for open-ended problems.
- Demonstrate understanding of course topical material through reflection, recitation and inquiry for paper or project of personal design.
- Present a high-quality oral presentation (and paper if appropriate).
- Prepare for life-long intellectual growth, through self-directed learning
- Any established at the beginning of the semester by the assigned professor based on the advanced topics in the course