

Course Syllabus**Semester:** Fall 2009**Course:** CM 3904**Construction Course Title:** Facility Management (4– 0 – 4)**Prerequisite(s):** CM 3180**Classroom:** H-323**Class Periods:** W & F 5:30 to 7:15 PM**Text:** Required: Facility Management – 2nd edition – Publisher Wiley
by Rondeau, Brown, & LapidesRecommended: USGBC – LEED Reference Guide for Green Building Operations and
Maintenance**Grading Policy:**

A = 90 to 100

B = 80 to 89

C = 70 to 79

D = 60 to 69

F = 0 to 59

examinations 30%,

final 25%,

homework 25%

paper 10%

class participation 10%

total 100%

students are expected to be to class on time and to participate

Instructor: Dr. John Mench**Office: Room #H331****Office Hours:** Wednesday, Thursday, and Friday - as posted**Telephone: 678-915-7289****Fax: 678-915-4966****E-mail: jmench@spsu.edu**

| Class | Date | Subject of Lecture/Lab | Assignments Due | Reference(s) |
|--------------|-------------|---|------------------------|---------------------|
| 1 | | Overview of Facility Management | assignments posted | webct & handout |
| 2 | | Long-Range Planning | on VISTA | webct |
| 3 | | The Budget | | webct |
| 4 | | Facility Financial Forecasting | | |
| 5 | | Facility Financial Management | | VISTA & text |
| 6 | | Real Estate Considerations | | VISTA & text |
| 7 | | The Pro Forma | | VISTA & text |
| 8 | | Facility Management & Purchasing | | VISTA & text |
| 9 | | Architectural & Engineering Planning | | VISTA & text |
| 10 | | Interior Programming & Space Planning | | VISTA & text |
| 11 | | Owner's Equipment | | VISTA & text |
| 12 | | Examination One | | |
| 13 | | New Construction Management | | VISTA & text |
| 14 | | Major Remodels C M | | VISTA & text |
| 15 | | Minor Remodels C M | | VISTA & text |
| 16 | | Maintenance Management | | VISTA & text |
| 17 | | Maintenance Management | | VISTA & text |
| 18 | | Energy Management | | VISTA & text |
| 19 | | General Administrative Services | | VISTA & text |
| 20 | | Data Centers | | VISTA & text |
| 21 | | Examination Two | | |
| 22 | | Facility Management & LEED-EB Operation and Maintenance | | VISTA & text |
| 23 | | Green Building O & M | | VISTA & text |
| 24 | | Green Building O & M | | VISTA & text |
| 25 | | Green Building O & M | | VISTA & text |
| 26 | | Green Building O & M | | VISTA & text |
| 27 | | Installation of a Facility Management Control System | | VISTA & text |
| 28 | | Successful Facility Management | | VISTA & text |
| 29 | | The Future of Facility Management | | VISTA & text |
| 30 | | Conclusions & Review | | |
| | | | | |
| | | | | |
| | | | | |

NOTE: *This syllabus is intended to represent the general format of the class. The instructor may make changes if it is determined that such changes will better suit the needs of the students.*

Catalog Description:

This course will emphasize the techniques and methods used in facility management. Importance of a collaborative team effort from owner, developers, architects, engineers, constructors, technicians and consultants will be integrated into the course. Influences on the environment, society, budget and schedule due to construction, maintenance and energy needs will be analyzed. Topics will include LEED green building operations and maintenance, facility financial forecasting and management, construction management, maintenance management, energy management and real estate considerations. MEP systems such as ventilation, air conditioning, heating, electrical lighting and building control systems will be discussed from a sustainable construction, maintenance, and energy perspective.

Course Outcomes: By the end of the course the student should be able to:

1. manage the installation of an electronic facility management system
2. utilize an electronic facility management system
3. create a spreadsheet that can be used to track and manage maintenance costs
4. create a spreadsheet that can be used to track and manage energy costs.
5. understand Green building operations and maintenance

Course Structure/Approach: This is a lecture class that encourages class participation.

Assignments: All assignments are posted on VISTA.

Specific Requirements for the Course:

The paper will address the topic of ethics and return on investment as they relate to the many different aspects of Facility Management. Minimum of 10.0 pages of core text, word processed (specifications: 12 point Times New Roman font, single space, margins L=1.5" R=1.0" top and bottom 1.0"). Title page with course number and name, your name and date submitted. Include research references and any attachments at end.

Final examination: Refer to the university schedule for date

Additional Notes:

NOTE 1

The course description and course schedule handouts provide the general framework for the course. However, the instructor reserves the right to make any modifications or changes to the course, depending on the class progress, or on any special circumstance that may arise during the semester.

NOTE 2

There will be no curve for the final grade, only straight averages. The minimum cutoff for an A is 89.5% and above; for a B is 79.5% and above; for a C is 69.5% and above; and for a D is 59.5% and above. Anything below 59.5% is considered an F. The instructor reserves the right to lower these cutoff values depending on specific circumstances surrounding the overall performance of the class.

NOTE 3

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact the counselor working with disabilities at (678) 915-7226 as soon as possible to better ensure that such accommodations are implemented in a timely fashion.

NOTE 4

It is assumed that by this time in the student's matriculation, he/she is well-versed with what constitutes plagiarism. Proper citation of references is required for this and all your coursework in the CNST program. Failure to comply with this requirement may result in disciplinary action.