
COURSE SYLLABUS

Computer Aided Drafting & Design
Industrial Technology Department
Technical Education Division
South Plains College
Levelland Campus

Instructor: Jason R. Bush, AIA
Office: Technical Arts Center, 205A
Phone: (806) 716-2351
Email: jbush@southplainscollege.edu
Office Hours: M-Th: 4:00pm-5:30pm (by appt.)
F: 8:00am-12:00pm

COURSE INFORMATION

COURSE NUMBER	ARCE-2352-001
COURSE TITLE	Mechanical, Electrical and Plumbing (MEP) Systems
PREREQUISITE(S)	DFTG-1317 or consent of instructor
LOCATION	TA 207B
MEETING TIME	T/Th 11:00A – 2:40P
TEXTBOOK	<i>Mechanical and Electrical Systems in Architecture, Engineering and Construction, 5th Edition.</i> By Joseph B. Wujek & Frank R. Dagostino, Pearson Publishing, ISBN 978-0-13300290-4
DESCRIPTION	This course instructs students in the preparation of drawings for mechanical, electrical, and plumbing, (MEP) systems with emphasis on applicable building energy codes, product references, and specifications for construction.
SCOPE	The scope of <u>Mechanical, Electrical and Plumbing (MEP) Systems</u> will be for sixteen (16) weeks, which will include two (2) hours of lecture per week and four (4) hours of laboratory experience per week, for a total of ninety-six (96) contact hours per semester.
PURPOSE	This course provides students with a basic knowledge of the interaction of MEP systems in building construction and of how MEP relates to BIM software.
COURSE OUTCOMES	Review and apply building and energy codes, select MEP components, and incorporate specifications to produce MEP drawings including comprehension of related calculations and coordination with building systems.
COURSE TOPICS	<ol style="list-style-type: none">1) Introduction to MEP Systems2) Lighting & Electrical Systems and Plans3) HVAC Systems and Plans4) Water & Plumbing Systems and Plans5) MEP Calculations6) Advanced MEP Systems and Networks7) MEP Construction Documents

GRADING

WEIGHTS	Attendance	30%	SCALE	A	90 – 100%
	Assignments	40%		B	80 – 89%
	Final Project	30%		C	70 – 79%
				D	60 – 69%
				F	59% or Below

ASSIGNMENTS Practical drawing and/or research assignments will be periodically assigned to demonstrate proficiency in various topics covered in class. These assignments are to be completed during laboratory time and will be graded on but not limited to the following items:

1. Neatness

2. Line Criteria
3. Text Criteria
4. Systems designed to appropriate specifications and references
5. Layer Management Criteria
6. Correctness & Accuracy
7. Nomenclature
8. File Name Management and/or Digital Image File Creation

FINAL PROJECT

The Final Project will be assigned near the end of the semester and will be used to demonstrate a practical proficiency in the various topics covered in class throughout the semester. The final project is intensive and will require multiple laboratory periods to complete.

CLASSROOM POLICIES

ATTENDANCE

Three absences, for any reason are allowed per semester. Your attendance grade will drop one letter grade for each absence over the allowable limit. Six or more absences will be grounds for the instructor to administratively withdraw the student from the course.

Late arrival (Tardiness), defined as not being present in class within 5 minutes of the start of class, will count as ½ absence. A maximum of ***six late arrivals*** are allowed per semester. Your attendance grade will drop one letter grade for each late arrival over the allowable limit.

If a student has not participated in a course in any form for a minimum of 3 weeks, without any communication from the student and is earning a solid “F”, an administrative withdrawal will be considered. The student will be contacted and encouraged to initiate a student withdrawal. After an additional week, faculty will initiate an administrative withdrawal.

WITHDRAWAL

Any student wishing to drop this class should go through the proper procedure of initiating the withdrawal by obtaining a ***drop form*** from the Registrar's Office.

OTHER POLICIES

Food and drink will be allowed at a student’s workstation as long as computers are not affected in a negative way. All drinks must be stored away from computer so as not to damage any component. All workstations must be thoroughly cleaned before a student leaves class.

Music is allowed in the classroom during lab time as long as it is played through headphones.

Cellphones are only permitted during lab time when used directly for research or class initiatives. If your cell phone rings or you need to make a phone call, please promptly excuse yourself from the class to address the call.

At the discretion of the instructor, a failing grade (“F”) may be assigned to a student’s overall course grade and/or the student’s assignment grade in the case of academic dishonesty (cheating) and/or plagiarism due to the severity of the student’s actions and disregard for the learning objectives of the course.

Students should adhere to all other standards established in the SPC Catalog found under *Student Conduct*.

SPC TextBook Program

This course is in the SPC TextBook program, so you do not need to purchase a textbook or access code for this course.

- **What is TextBook?** The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The charge for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition.

- **How do I access my TexBook?** Your course material is in your Blackboard course from the first day of class. Access to your course material is provided either by VitalSource or other links inside your Blackboard course. VitalSource (and many publisher's) eBook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download 100% of the book for offline access.
- **Help with TexBook issues and support:** check with your professor or visit: <https://support.vitalsource.com/hc/en-us/requests/new> (available 24/7 via chat, email, phone, and text)
- **Opting out of TexBook:** Participating in TexBook is not mandatory, and you can choose to opt out. However, by opting out you will lose access to the course textbook/digital content and competitive pricing, and you will need to purchase the required course material on your own. If you drop the class or opt-out before the opt-out deadline, the TexBook fee will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the twelfth class day. The opt-out deadline for shorter terms varies between the second and third class day.

Please consult with your professor before deciding to opt-out.* If you still feel that you should purchase the course textbook/materials on your own, send an **opt-out email to **pwells@texasbook.com**. Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance with the process, contact the SPC Bookstore:

Email: pwells@texasbook.com / **Phone:** 806-716-2097

Email: agamble@texasbook.com / **Phone:** 806-716-4610

ACCOMMODATIONS

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To [activate](#) accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange

accommodations. Contact the Health and Wellness Center at 806-716-2529 or [email dburleson@southplainscollege.edu](mailto:dburleson@southplainscollege.edu) for assistance.

COVID Statement

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

Campus Concealed Carry

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.