



# STUDENT HANDBOOK 2021-2022

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# **DEPARTMENT**

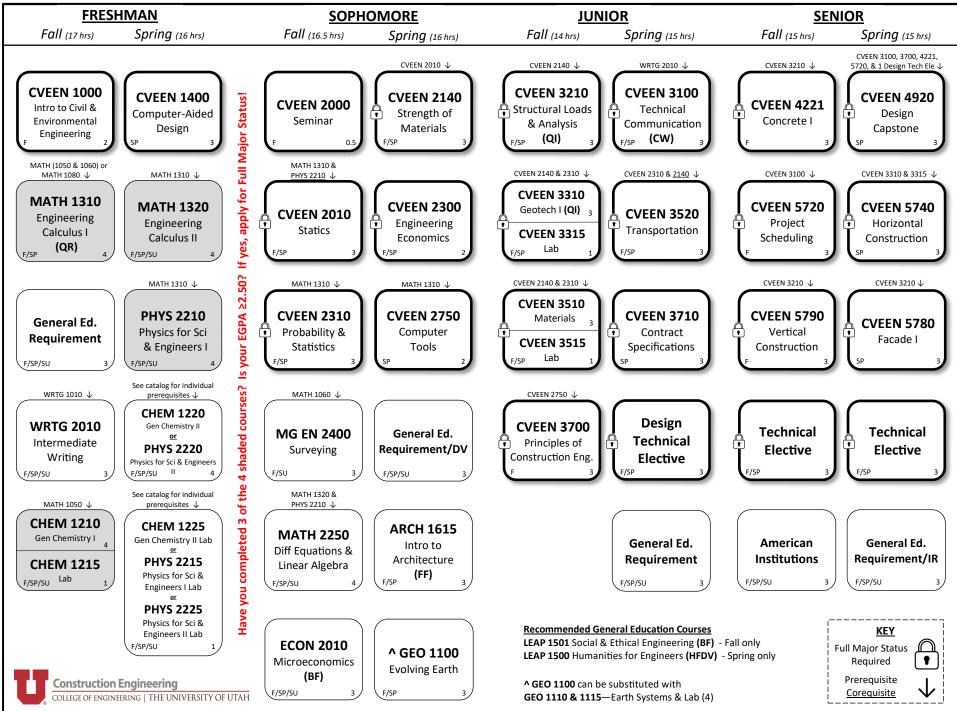
Students enrolling in the Construction Engineering program should make note of the following Department and degree titles:

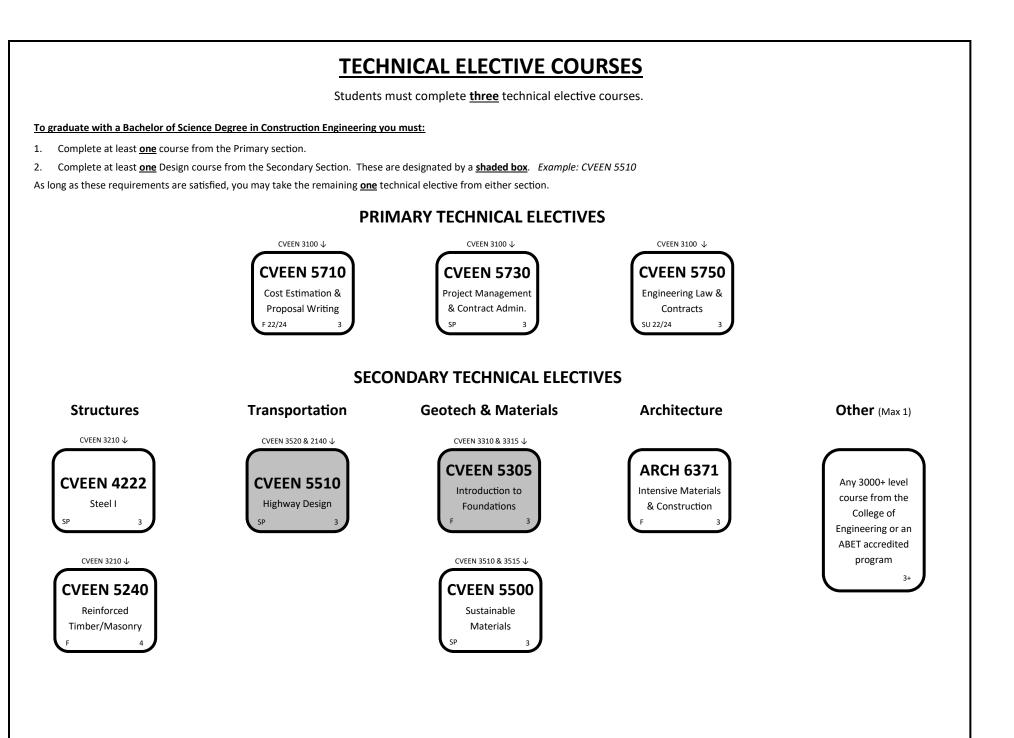
Department Name:	Civil & Environmental Engineering
Degrees offered:	Bachelor of Science in Civil Engineering
	Bachelor of Science in Construction Engineering
Minor offered:	Nuclear Engineering

**VISION STATEMENT:** Pursuit of excellence in preparing engineers to provide innovative solutions to the world's challenges in sustaining the environment and the infrastructure.

**MISSION STATEMENT:** Provide high quality education in engineering and leadership, life-long learning opportunities, and innovation for the benefit of the State of Utah and the world.

# **B.S. CONSTRUCTION ENGINEERING – ENGINEERING MATH 2021**





# **COMPUTER REQUIREMENT**

All incoming undergraduate students in the Department of Civil and Environmental Engineering are required to have a laptop. It is the student's responsibility to ensure that his or her laptop meets the following minimum requirements:

## HARDWARE

<u>Processor</u> Intel<sup>®</sup> Core<sup>™</sup> i5, or i7 or equivalent AMD processors

<u>Memory</u> 8.0 GB RAM or greater

<u>Hard Drive</u> 512 GB or greater

<u>Graphics</u> Minimum: Integrated video card Recommended: Dedicated video card

<u>Network Card</u> Integrated Wireless 802.11ac

### SOFTWARE

<u>Operating System</u> Windows 10 Mac users can use Boot Camp, VMware, VirtualBox, or Parallels, however, these options may require more powerful machines to run.

<u>Microsoft Office</u> <u>https://software.utah.edu/microsoft.php</u> (free to download for students)

<u>AutoCAD & Revit</u> <u>http://www.autodesk.com/education/home</u> (student version free to download)

\*Additional software may be required for other classes.

\*Tablets are not recommended.

# MATH AND SCIENCE ACCREDITATION HOUR REQUIREMENT

All students must complete a minimum of 30 credit hours of math and science courses. If students do not meet this requirement, they will need to take additional math and science courses to meet the required hours.

# **COURSE GRADE REQUIREMENTS**

In order to progress within the program and graduate, the Department requires the following grades:

A grade of "C" or higher must be met for the following courses:

- All Mathematics (MATH 1210/1310, 1220/1320, 2210, 2250)
- All Chemistry (CHEM 1210, 1215, 1220, 1225)
- All Physics (PHYS 2210, 2215, 2220, 2225)
- CVEEN 2010, 2140, 2300, and 2310

For all other CVEEN courses, a grade of "C-" or higher is required.

# **GPA AND ENGINEERING GPA**

The University requires all students to maintain a cumulative GPA of 2.00 or higher. The Department requires all students to maintain an engineering GPA (EGPA) of 2.50 or higher. Engineering GPA is defined as courses counted towards the major with the exception of the following:

- All general education courses (e.g., LEAP 1500/1501)
- All seminars (e.g., CVEEN 1000/2000)

For repeated EGPA courses, the second letter grade received will be counted as the official grade for the EGPA calculation. Please see the policy on repeated courses.

# **UPPER-DIVISION TRANSFER CREDIT POLICY**

A maximum of 3 courses (and their accompanying labs) at the 3000-level may be transferred into the program (9-12 credits max). No technical electives or additional upper-division credits will be accepted.

# **REPEAT POLICY**

A student can take an engineering GPA (EGPA) course for grade only twice at the University. Students withdrawing from an EGPA course are allowed three attempts, including the withdrawal. Any student who takes a required class twice and does not have a satisfactory grade the second time, will be removed from major status and will not be allowed to take any new CVEEN classes until they meet with an academic advisor, develop a plan, and petition the Undergraduate Committee requesting that a third attempt at the class be allowed. The Undergraduate Committee, after reviewing the petition and other relevant facts, shall make the final decision to allow or not allow the further attempt and shall communicate that decision to the student in writing.

Attempts of courses taken at transfer institutions count as one attempt. This means a student may take the course only one time at the University of Utah.

When retaking an EGPA course, if the course was taken at the University of Utah, it must be retaken at the University of Utah. For example, students cannot count a grade obtained in a class taken at another institution to replace a low grade obtained in a class previously taken at the University of Utah.

# **ACADEMIC PROBATION**

A student who fails to maintain an engineering grade point average (EGPA) of 2.50 or higher will be removed from major status and will be placed on academic probation. While on probation, students will not be allowed to take any new CVEEN classes and will have three consecutive semesters to retake courses or take additional non-CVEEN courses to bring their EGPA to 2.50 or higher. While on academic probation, the student will meet with an academic advisor at the end of every semester to review their progress. If after the three semesters (e.g., fall, spring, summer), the student fails to raise their EGPA to 2.50 or higher, their progress will be evaluated by the Undergraduate Committee and, if no progress is shown, the student will be dismissed from the program. Students that have been placed on probation

for more than 3 semesters, even if non-consecutive, will also be evaluated by the Undergraduate Committee to determine if they should be allowed to remain in the program.

A student who fails to maintain a cumulative grade point average of 2.00 or higher will also be on probation with the Department.

# **CVEEN Academic Misconduct Policy Statement**

#### BACKGROUND

This document describes the policies and procedures used by the Department of Civil & Environmental Engineering relating to academic misconduct of any student enrolled in a CVEEN course or NUCL course.

Definitions of academic misconduct are presented in the Code of Students Rights and Responsibilities<sup>1</sup>. The following departmental policy follows the University Policy 6-400, Section V: Student Academic Conduct<sup>2</sup> and the Appeals Procedures in the College of Engineering Guidelines<sup>3</sup> to establish a consistent and clear message on our academic misconduct policy.

#### **CVEEN POLICY ON ACADEMIC MISCONDUCT**

This Departmental policy applies to any course listed as CVEEN XXXX (subsequently referred to as a CVEEN course) or NUCL XXXX (subsequently referred to as a NUCL course). Two documents have primacy; this governance document and information contained in each CVEEN course syllabus. It is the student's responsibility to understand the definitions and consequences of academic misconduct.

#### **Definition of Academic Misconduct**

As defined in the Student Code,

'Academic misconduct' includes, but is not limited to, cheating, misrepresenting one's work, inappropriately collaborating, plagiarism, and fabrication or falsification of information, as defined further below. It also includes facilitating academic misconduct by intentionally helping or attempting to help another to commit an act of academic misconduct.

Please refer to University Policy 6-400, Section I: General Provision and Definitions for a detailed outline of each of these terms.

Each CVEEN or NUCL course instructor provides detailed information regarding academic misconduct for specific course activities in the course syllabus. If students have questions about this information, they should seek clarification from the instructor rather than seek an interpretation from a third-party. For example, if an instructor has a rule banning cell phone usage during an exam then texting or using a cell phone, even as a calculator, would be seen as academic misconduct.

#### Sanctions

Instructors have two options that can be exercised when an instance of academic misconduct has been committed:

<sup>&</sup>lt;sup>1</sup> <u>https://regulations.utah.edu/academics/6-400.php</u>

<sup>&</sup>lt;sup>2</sup> Ibid.

<sup>&</sup>lt;sup>3</sup> <u>https://www.coe.utah.edu/students/current/semester-guidelines/</u>

#### 1. Fail-the-course Option

The default sanction for an academic misconduct offense is a failing grade for the course. Thus, unless explicitly stated in any CVEEN course syllabus, academic misconduct means receiving an E grade for the course. This sanction will be placed in the student's departmental file and the faculty member will notify the chair of the student's home department and the senior vice president for academic affairs of the academic misconduct and the circumstances which the faculty member believes support the imposition of a failing grade. Note that a failing grade sanction still applies even for students who withdraw from a course after a sanction has been imposed.

#### 2. Less than Fail-the-course Option

As defined in a specific CVEEN course syllabus, or due to instructor discretion, an academic misconduct sanction may be relaxed from a failing course grade. In such cases, the individual will receive a zero for the particular assignment or activity (homework, exam, paper, laboratory session, etc.). The faculty member will report the misconduct to the student's home department chair as well as dean of the student's home college.

Multiple acts of academic misconduct by a student may result in probation, suspension or dismissal from a program, suspension or dismissal from the University, or revocation of a degree or certificate. These matters will be referred to Academic Appeals Committee for proceedings.

#### Reporting

The CVEEN Department tracks an individual's academic misconduct for all its courses. Information regarding prior offenses is available to the Undergraduate Committee Chair, the Chair of the Graduate Committee, the CVEEN Chair, and CVEEN office staff. This information is protected per established FERPA guidelines.

#### **Appeal of Sanction**

A student has the right to appeal within fifteen (15) business days of receiving notice of the academic sanction. Please refer to University Policy 6-400: Code of Student Rights and Responsibilities, Part V.B.5. and the College of Engineering's Academic Appeals and Misconduct Policy for guidance in the appeals process.

#### **STUDENT RESPONSIBILITIES**

It is the responsibility of all students taking CVEEN or NUCL courses to:

- a. Read and understand the CVEEN Academic Misconduct Policy Statement.
- b. Read and understand the academic misconduct definitions associated with each specific course and course syllabus, recognizing that acceptable procedures may be different in each class.
- c. Not engage in any activity that could constitute academic misconduct as defined in this policy and notify the instructor immediately if they suspect academic misconduct is occurring