



COURSE MASTER SYLLABUS – SPRING 2020
PROPERTY DEVELOPMENT
SOUTH LOUISIANA COMMUNITY COLLEGE (SLCC)

0.0 OVERVIEW

Course Prefix and Number: CIVL 1480

Review date _____

Room: _110 Instructor: Mr. Mike LeBlanc AICP GISP
Michael.LEBLANC@solacc.edu

Contact: 337-521-9647
LeBlanc.mike@me.com

Office Hours: By Appointment made after class

Semester: Fall, 2021 Aug 16 – Dec 4, 2021 Time: 9:00 – 10:00 am MWF

Course Credit value: 3

In a 15 week semester, students spend the following time, each week in:

Activity	Hours per Week
Lecture	2
Highly organized Laboratory	1
Clinical Experience/ Workplace experience	0
Internship	0

First Semester of course offering: Fall

Semesters in which the course is offered: Fall

Course contributes to which Program(s)/Academic Pathway(s): Civil Survey & Mapping AAS

Suggested Course Maximum Enrollment: 20

Suggested Course/ Lab Fee: None

Special Facility or Equipment Needs/Safety Rules and Issues: N/A

1.0 COURSE DESCRIPTION

The student will conduct courthouse research and prepare an abstract on an assigned property. The preparation of land descriptions will be discussed. Local procedures and methods related to land development will be discussed. Local laws and customs related to subdivision design will be discussed and reviewed.

There are no pre-requisites and co-requisites for this course.

2.0 STUDENT LEARNING OUTCOMES

As a result of successful completion of this course the student will be able to:

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- Identify project requirements related to community development and areas of the project where a surveyor is required.
- Analyze and plan the many phases of a project through Critical Path Method (CPM)
- Describe the organization of the local courthouse and the process of conducting an abstract.

3.0 COURSE CONTENT

I. Abstract and descriptions

1. Prepare an abstract of an assigned property.
2. Discuss effective/unambiguous property descriptions

II. Land Development

1. What is land development?
2. Why do we develop land?
3. Planning and preliminary activities used in the development of lands.
4. Resources available and needed in the land development process.
5. Site planning and analysis.
6. Developing maps and plans for the site.
7. Preliminary engineering, Critical Path Method and effective cost estimating.
8. Transportation Networks
9. Utility considerations and the need for them
10. Contract construction and the law
11. Environmental impact statements
12. Environmental regulations national, state and local
13. What are wetlands and floodplains?
14. The hydrologic cycle, runoff and potential impacts
15. Hydrologic considerations in land development

4.0 COURSE SCHEDULE

The course schedule is tentative and may change based on the learning progression of individual students and class members.

5.0 TEXTBOOKS AND OTHER MATERIALS

Texts and Readings:

- 1- Land Development by Cooley – do not purchase
- 2- Materials posted to the instructor's website: mikleblanc.net
- 3- Digital files prepared by the instructor without costs by the instructor.
- 4- Other textbooks and materials as required by the instructor based on the learning progression of the individual class and its members. There may be a cost to the student for these kinds of resources.
- 5- Other printed or digital materials as provided by the instructor without cost on his website, mikeleblanc.net.

5.1 COMPUTER REQUIRED

- 1- Students are required to have access to a computer. In past years, school computers were provided; but during the pandemic access to those computers is limited. As a result, the instructor recommends that each student have a laptop or home computer.

A recommended desktop computer with Microsoft Windows 10 with a monitor, keyboard and mouse cost about \$525. Laptops cost more and are typically run slower with memory intensive software like AutoCAD. A discussion of recommended Dell Windows desktops is here: <http://mikeleblanc.net/slcc/hard-software/windows/>

The cost for Mac computer is twice that amount (\$1,000) at an entry point and then double that again for good hardware (\$2,000). That figure can be double or tripled for first rate hardware (\$4,000 to \$6,000). If you already have a Mac, I will make some allowances for their use in the class. I use a Mac so I am well acquainted with their use, but I will limit my support unless a student provides equal effort to my efforts. Moreover, I do not guarantee resolution of your issue.

Specifications of desktops and laptops Mac versions are available on the instructor's website at <http://mikeleblanc.net/slcc/hard-software/mac/>

Note well that the SLCC Information Technology Department provides support for Windows issues, but does not support the Mac computers. Apple has a [free telephone support](#) and robust [community of message boards](#). Additional support is available for a fee in Lafayette from the [The Orchard near Target on Ambassador Caffery](#) and at [Apple Pie near Lafayette Music Company on Johnston Street](#)

6.0 ATTENDANCE POLICY

All students must be officially enrolled in any course that they attend. It is expected that students will attend scheduled classes regularly and on time. If an absence occurs, it is the responsibility of the student to make up all missed work, if approved by the instructor. Students who stop attending a course and do not officially drop, may receive a grade of "F" for all coursework missed that may result in a punitive final grade.

An instructor may drop a student for excessive absences if the student misses 10% of the class.

The instructor may at his discretion increase a final course grade if the student is within one or two points of the next highest grade and if the student attended class regularly.

7.0 EVALUATION AND GRADING

South Louisiana Community College has a minimum standard of performance that must be observed as students work toward a degree. Students must earn a C or better in all coursework applying to their SLCC degree. Note: Some SLCC degrees may have more stringent requirements (example Nursing & Allied Health), please be sure to check your specific degree plan for their minimum standard of performance.

The three tests are scheduled on the final Friday of each months except November.

In December, one comprehensive exam is schedule during finals week.

Each test and exam is worth 100 points for a total 400 points.

The class project is worth 200 points.

Total points awarded is 600 points for the semester.

The scores needed for the final course letter grade are listed below.

A – 90 to 100%	(540 to 600 points)
B – 80 to 89.9%	(480 to 539 points)
C – 70 to 79.9%	(420 to 479 points)
D – 60 to 69.9%	(360 to 419 points)
F – below 59.9%	(359 to 0 points)

The teaching and learning methods used throughout the semester vary from time to time and from student to student, but the primary method used is a lecture and homework.

Online class meetings will be held for on Mondays using the instructor videos loaded on his personal server.

Communication between the instructor and the students is via email and Webex. Individual questions can be answered during a team session, individual or group email or by individual or group phone call.

Canvas is used for testing as well as posting attendance, assignments, and grades.

The instructor conducts examinations during regularly schedule class times.

The submission of copied work and cheating during an exam is a serious matter, which is further described below in the Section 13.3 Academic Dishonesty.

7.1 INSTRUCTOR COMMUNICATION POLICIES

Name: Mike LeBlanc, AICP, GISP
Website: <http://mikeleblanc.net/slcc>
Email: leblanc.mike@me.com.

Office Location: None on Campus. I am available via email and phone.

Office Hours: After class if student and instructor schedules permit; else upon request via email

Phone: Upon request via email

All student emails messages and examination files sent to the instructor via email at the address listed above.

Do not send Canvas messages and messages and examination files via Canvas. The instructor does not respond to these messages and submissions.

Canvas is used only for announcements, which are generally also sent by email; but students are responsible to check their Canvas accounts as the primary source of announcements.

8.0 ACADEMIC HONESTY

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. In addition to other possible disciplinary sanctions, which may be imposed through the regular institutional procedures as a result of academic misconduct, your instructor will assign a 0 for the exercise or examination that evidences academic misconduct for the first offense and assign an "F" for the course for repeated offenses.

9.0 STUDENTS WITH DISABILITIES

SLCC complies with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Students with disabilities who seek accommodations must make their requests known by contacting the Office of Disability Services at the beginning of each semester. If a disability is identified later in the semester, a non-retroactive accommodation plan will be developed.

10.0 GRADE APPEAL

The student has two kinds of appeals: informal instructor and formal administrative.

10.1 Informal Instructor Appeals

To insure the timely processing of the appeal between the instructor and the student, the student must contact the instructor within two weeks of receiving a test grade.

10.1 Formal Administrative Appeals

Unresolved, formal grade appeals will follow the procedures set forth by the current college catalog.

11.0 EMERGENCY EVACUATION PROCEDURES:

An emergency evacuation procedure plan is posted by the door of the classroom and will be reviewed at the start of term.

12.0 CLASSROOM POLICIES

-1- Students should come to class prepared to learn.

-2- Students should attend every class and focus their attention of the subject matter. Your attention is the most valuable possession.

-3- Students are not permitted to be late for the beginning of class by more than five minutes. After that time, the door will be locked.

-4- Makeup assignments and tests must be completed on the first day returning from an excused absence. There are NO unexcused absences for tests. Valid excused test absences require documentation by a third party including a doctor's excuse stating the date you were ill and the date you are approved to return to school, and a note from a work supervisor stating that your attendance was required. If there is a death in the immediate or extended family or kindred, then please provide a link to an obituary or a copy of a death notice form the funeral home. If you are involved in a police matter such as speeding ticket or an arrest, please allow the instructor a cursory review of something that documents the police matter, but does not violate your privacy; you may also provide a news story if available. If you are delayed because of transportation issues, then please provide a photo of the issue such as an image of a flat tire as well as a receipt for its repair. Other situations beyond the control of the student may be considered when applying for an excused test absence. In all cases, please provide an email on the day of the missed test stating your intent to apply for an excuse and to begin the negotiation for the kind of documentation is required. An unexcused absence results in a score of zero.

-5- Students are required to submit assignments by the due date. There are no excuses for turning in a late assignment. If you cannot attend the class to submit your assignment, then please have another person submit the assignment for you at the appropriate date and time. For each day that

the assignment is late, then the letter grade is reduced by 10 points for up to three days. Beyond three days, the assignment score is zero.

-6- Students may not communicate externally with voice mail or text during class.

-7- Student may use laptops and digital tablets while in class if used to access course materials.

-8- Only one person may talk at a time during class lectures. The instructor may allow a student to speak by asking a question to the entire class or asking a particular student to respond.

-9- Students must keep questions and comments based upon the material/discussion presented.

-10- The lack of experience or lack of knowledge related to the subject matter indicates the need to ask a question and learn. There is no question that is too simple or too complex to ask.

-11- A student may not speak or act disrespectfully, disruptively, inappropriately or offensively in relation to other students or the instructor.

-12- A student may not eat and drink during class.

-13- Continued, willful violation of these rules may require individual measures that may include the instructor requesting the student to leave the classroom for a specific period of time, terminating the student's class participation privileges, reducing the student's course grade, and/or removing a student from the official class role as well as other measures required to maintain a learning environment.

-14- During the pandemic, the student will follow masking and social distance as promulgated by the administration of SLCC. Students not complying with the policies will be directed to leave the class session.

13.0 QUALITY ENHANCEMENT PLAN

This course follows the current College policy as described in the College catalog.

14.0 PRECEDENCE

This syllabus follows the current college policy as described in the college catalog. In the case of options allowed to be implemented by the instructor when not in conflict with college policy, this document shall be the class policy. In the case where a college or class policy does not exist, then the instructor may use discretion as long as it is not arbitrary and capricious being based on existing college or class policies. In addition, the instructor may consult with other instructors and administrative staff.

15.0 RESOLUTION PROCESS

Students with unresolved issues or concerns related to the school or class policies or practices may seek resolution through:

-1- an appointment with the instructor or if unresolved, then

-2- an appointment with the department chair, Ms. Tanya St. Julian (Email: stjulian@solacc.edu) (Phone: 337-521-9018); (Office: Ardoin Room 500) or if unresolved, then

-3- an appointment with the Dean of STEM, Ms. Darcee Bex (Email: bex@solacc.edu) (Phone: 337-521-8941)

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