



The University of New Mexico

Dean John Bronisz  
Applied Technologies Division  
Central New Mexico Community College  
525 Buena Vista Dr., SE  
Albuquerque, NM 871067

April 24, 2015

Dear Dean Bronisz,

The Department of Civil Engineering at UNM currently offers BS degrees in Construction Management, Construction Engineering, and Civil Engineering. Many of the courses in the first two years of the Construction degrees are taught at your institution. The purpose of this memo is to formalize a process by which we can develop the programs, ensure continuous improvement in quality and serve our students more effectively. Currently the following courses are articulated from CNM to UNM as graduation requirements for the BS Degree in Construction Management:

CNM Offered Course	UNM Equivalent Course
CM 1105 Construction Detailing	CE 130 Construction Detailing
CM 1110 Construction Materials & Techniques	CE 171 Construction Materials and Techniques
CM 1210 Mechanical & Electrical Systems and Construction	CE 279 Mechanical & Electrical Systems and Construction
CM 2205 Construction Surveying	CE 283 Surveying and Geomatics
CM 1305 Construction Estimating + CM 2115 Computerized Estimating Techniques	CE 376 Construction Estimating
CM 2105 Construction Scheduling + CM 2220 Computerized Project Management and Scheduling	CE 377 Construction Scheduling

The following memorandum of understanding is based on conversations between our construction faculty members Mark Russell, Susan Bogus-Halter, and Vanessa Valentin, and your construction faculty members Dr. Tom George and Mr. David Ruff on 13 February 2015.

The goal of this agreement is to cement a long term relationship between the Construction Management programs at UNM and CNM and enhance the quality of both programs to the benefit of students, industry, and our institutions.

### **MEMORANDUM OF UNDERSTANDING**

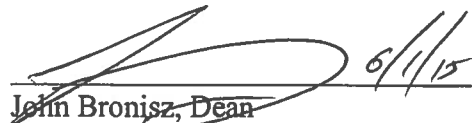
- The UNM Construction Programs Leader and the CNM Faculty Chair will be the designated contacts for communications related to the Construction Management courses offered by CNM.
- Construction faculty of the two institutions will meet once during the fall and spring terms to discuss course content, course offerings, and constituent feedback. UNM faculty will review course content, texts, and other course materials to ensure that they meet the course objectives of the UNM degree programs and UNM will make their course materials available to CNM faculty for review, insight, and better understanding of program content. UNM and CNM faculty will endeavor to develop and implement a formal evaluation process for the articulated courses.
- CNM course syllabi will clearly state the course objectives and outcomes consistent with those of the UNM Construction Management program. UNM will provide samples for review. It is understood in order for courses to fit within the CNM Construction Management Technology degree curriculum additional objectives and outcomes may be included.
- The UNM Construction Programs Leader will provide insight on any planned changes to any of the articulated courses. Changes of interest to UNM include; course descriptions, course objectives, outcomes, syllabi and text. UNM and CNM faculty will reach consensus and approve changes prior to implementation.
- CNM and Civil Engineering/UNM will develop and execute a joint marketing plan to promote construction education leading to 2 and 4 year degrees.
- UNM's Civil Engineering Construction faculty and student advisor will meet the students in the CM1110 class (or an equivalent course which includes all prospective UNM students) each term to ensure continuity in the advising process related to curriculum, transfer credits and career choices.
- Advising of students must include clear explanation that only articulated courses are accepted into the UNM degree program.
- Construction Management students at CNM will participate in joint professional and student activities with the UNM Construction students (example: as part of the AGC student chapter activities, Home Builders activities, and industry internships).
- Since UNM faculty and CNM faculty have stakeholder positions in each others Construction Management Programs, UNM faculty will participate in the CNM advisory committee meetings and conversely CNM faculty will participate in the UNM advisory committee (CPAC) meetings as committee members of the respective advisory committees.

- CNM and UNM will coordinate articulated course offerings at both schools to maximize student accessibility and program efficiency.
- The CNM Faculty Leader and the UNM Construction Programs Leader will inform each other of articulated course cancellations prior to CNM term start.
- CNM will provide names and contact information of students self-identifying as UNM-CM from survey conducted on the first week in CM1105 and CM1110.
- On-line versions of the courses may be reviewed upon request by representatives of the UNM New Media and Extended Learning unit.
- CNM conducts a formal course evaluation each term for all courses. The student evaluations are reviewed by management and provided to faculty for self reflection and course assessment. The content summary of the evaluations are documented yearly within the formal faculty evaluation cycle.
- Full course materials will be provided for each course for ACCE and/or ABET Accreditation reviews as required by ACCE/ABET. UNM will provide timely requests for required materials.
- UNM and CNM will share copies of any correspondence with, or reports from ACCE/ABET relevant to the articulated courses.
- UNM and CNM will work toward developing a 2 + 2 program.

Agreed by:

 *M. Taha 4/27/15*

Mahmoud Taha, Chair  
UNM Civil Engineering

 *John Bronisz 6/1/15*

John Bronisz, Dean  
CNMCC Applied Technology Division