SURV 58 *Intro to Boundary Surveying Methods*
Course Syllabus (v1a) - SPRING 2018, Sec. 5704

Instructor: Reg Parks
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Lect: M 6:00 PM - 9:00 PM, Shuhaw 178
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Program and Instructor Web Pages:

Reg Parks SRJC Web Page
CESGT Program Web Page
Civil Engineering Certificate Web Page
Geospatial /GIS Certificate Web Page
Land Surveying Certificate Web Page

WELCOME TO SURV 58 !!!

Lectures and Laboratory: This is a lecture only course that meets for 3 hours, once per week for the full Spring semester. There will be one mandatory field trip to the County Surveyor's and Recorder's offices during the daytime hours (9a-3p) for ~3 hours .

Mandatory Final Exam: A final exam for this course will be given on *Monday, May 21nd from 6:00 PM to 9:00 PM*.

SURV 58 - Required Course Text: 1.)Evidence and Procedures for Boundary Location 6th Edition; Brown, Robillard and Wilson; Wiley Publishing, 2011 **(rent or buy)**	2.) Writing Legal Descriptions: in Conjunction with Boundary Control, Gurdon Wattles, 4th Edition, 1979, (recom, buy)
SURV 58 – Recommended / Reference Materials: 1.) Brown's Boundary Control & Legal Principles 7th Edition; Brown, Robillard and Wilson; Wiley Publishing, 2013 (recom, buy)	3.) GIS Library Folder (Work in Progress) 4.) SRJC Reserve Section in the Doyle Library on the SRJC Campus (see handout of ~ 25-30 course texts and reference books)

SRJC Geospatial Technology Certificate Program Career Technical Education (CTE)
Students enrolled in the SRJC Geospatial Technology Program must complete all coursework with a grade of C or higher to qualify for a Certificate. Students should begin immediately by establishing their certificate candidacy in their cubby under "District Announcements" use the "Degree Audit Available" link.

Additional Info: https://portal.santarosa.edu/SRWeb/SR_ViewAnnouncement.aspx?Type=2&AnnouncementID=5

SURV 58 Course Outline Content:

Student Learning Outcomes:

Upon completion of this course, student will be able to:
1. List and define the differences between public lands and private lands boundaries
2. List and analyze types of evidence
3. Prepare and interpret legal descriptions
4. Describe and determine the differences between property rights, ownership and boundaries

Objectives:

Upon successful completion of this course, the student will be able to:
1. Summarize the historical development of current land law in California and the U.S.
2. Identify the concepts and types of evidence used in boundary determination.
3. List the types of ownership and evaluate the effects of transfers of property.
4. Interpret and prepare various types of legal descriptions.
5. Analyze the effects of unwritten title in property surveys.

6. Describe the responsibilities of the professional surveyor, court, attorney, title company, engineer, local agencies and landowners in boundary determination.

COURSE EXPECTATIONS:
This is an introductory, lecture-only course focusing primarily on the identification and determination of the types of evidence and procedures used in boundary surveying. Covered in some depth is the proper writing of legal descriptions as they pertain to boundary determination. In addition, the course reviews historic developments in boundary surveying and US land development as well as current concepts and procedures used in boundary determination by the practicing land surveyor or land surveyor in-training. The course is designed for those in the field of civil engineering, land surveying and would be of interest to professionals in the real estate and title insurance industries.

Class Preparation:

Students are expected to arrive on time, to be prepared in advance for each class and to remain for the entire session. It is strongly recommended that students write down questions resulting from their SURV 58 readings and assignments. Bring them to class for clarification.

Students are to have successfully completed SURV60 with a grade of C or better. They are expected to be familiar with microcomputer operations, Microsoft (MS) Windows and MS Windows file management, MS Windows Explorer, MS Internet Explorer, Adobe Acrobat Reader (free download), MS Notepad and MS Excel spreadsheet software. Tutorials are available on the SRJC campus. Please consult the campus website.

Access to a computer, word processor, spreadsheet, PDF viewer and to the internet are key to passing this course. This is a lecture only course. CESGT computer lab facilities may be useful to the student in completing their assignments depending on their home computing facilities. Scheduled open lab hours posted outside Shuhaw 1751 and 1799. Students must obtain a guest account for that day from the computer lab manager, Todd Amos, His office is in Shuhaw 1799. Please plan accordingly.

Any student who feels that they have not met or cannot meet the requirements and expectations for this course should contact the instructor before the second class meeting. There are classes available that will help you prepare for this program.

Attendance Issues:

- Attendance is required. A lack of attendance can affect your grade for this course. Class generally begins on the hour and ends at ten (10) minutes before the hour. An excused absence may be granted by contacting your instructor sufficiently **prior** to the beginning of class. It is good practice to notify your instructor **by email** if you are going to be tardy or absent.
- Students are responsible for all material delivered in lecture and lab as well as the readings and assignments.
- Students are responsible for correctly obtaining any missed lecture or laboratory course information from their fellow classmates.
- Your class participation can and will affect your final grade as will your class conduct.
- There will be no make-ups for missed class activities (quizzes, exams, in-class demonstrations, etc).
- According to school policy, if a student misses over 10% of any course, they can be summarily dropped from the course.

Assignments:

- All assignments are to be completed per instructions and are due at the beginning of class on the assigned due date. A course calendar will be provided.
- All course deliverables shall be submitted on 8½" x 11" paper or on sheets provided by the instructor. Unless otherwise directed, any maps and diagrams shall be submitted on 8½" x 11" or

11" x 17" sheets (properly folded) or on sheets provided by the instructor.

- Put your name, course number, assignment parameters and due date on the first page. Staple multiple sheets together ***prior*** to turning in. *(No name / no date / no staple = no score!!)*
- Any written reports, essays, or term papers shall be typed and formatted per instructions provided.
- Completed assignments are the student's responsibility. Failure to observe any of the above conditions may result in papers being returned without credit!

Required readings, handouts, weekly assignments and other information will generally be listed on the course calendar or on the white board at or near the beginning of each class meeting. The assignments will consist of a combination of worksheets, quizzes, mock exercises, discussion preparation, lab reports and written summaries.

Students should expect to complete a minimum of 1-2 hours of reading and/or homework for each class hour (e.g., 3 class hours per week translates into 3-6 outside hours per week).

There will be no make-ups for missed assignments, labs or exams. Rarely, certain late submittals may be accepted but will be discounted starting at 20% off of total point value depending on how many classes have passed since the due date. Such instances will be at the instructor's discretion. After a certain date, no late submittals will be accepted. That date will be announced by your instructor during class, ~1 week in advance.

Essay Assignment Submittal and Format:
All essay assignments are to be neatly typed or word processed. Laboratory assignments (reports/summaries and class projects) will be submitted in scientific manuscript format (Introduction, Materials & Methods, Results, Discussion and Conclusions). This includes any examinations that require a laboratory report or project report. Any essay type questions will follow the standard 5 paragraph essay format for writing style.

Links to examples of writing styles discussed above:

Scientific Writing Format:
http://writing.colostate.edu/guides/processes/science/pop2a.cfm
http://abacus.bates.edu/~ganderso/biology/resources/writing/HTWgeneral.html

Essay Writing Format:
http://www.englishdiscourse.org/5.paragraph.essay.format.html
http://www.custom-essays.org/essay_types/Five_5_Paragraph_Essay.html

Scientific Calculators:

Students should have a scientific calculator and know how to use it (the range of recommended models will be discussed). For CESGT certificate students, your instructor strongly recommends the HP33s, the HP35s and the TI-30XIIs as these are calculators that will be allowed on certifying, licensure and board examinations. The instructor will NOT be responsible for training students in the use of scientific calculators.

Possession **and** working knowledge of a hand calculator is a REQUIREMENT for this class and will be necessary for all exams, quizzes and problem sets. Incorrect results secondary to miss-keyed or incorrectly used calculators are INCORRECT. In order to receive the most credit for work performed, please attempt, at all times, to SHOW YOUR WORK.

Quizzes and Exams:

- Quizzes will be given at the beginning of most class meetings on the previous topics discussed. Exams will be given on specific areas covered throughout the course. Sufficient notice will be given prior to the scheduled exam with a review conducted the previous class lecture. A course calendar will be provided.
- ***NO MAKE UP EXAMS OR QUIZZES WILL BE GIVEN!***
- The final exam will be given on the day and time listed in the course outline. Failure to take the final exam will result in a grade of **"F"** for the course.

Grading:

- Your grade is based on the total number of points accumulated with respect to the total number of possible points accumulated.
- The sum of the points in each category are multiplied by a weight percentage and then totaled to determine your total accumulated points .

Assignment Points multiplied by 45%
+ Quiz/Exam Points multiplied by 46%
+ Class Participation /Subjective multiplied by 9%
Total Accumulated points

- Your final grade is determined by dividing you Total Accumulated Points by the "Top Score" points accumulated and based on the following percentages:

90% to 100%	**A**
80% to 89%	**B**
70% to 79%	**C**
60% to 69%	**D**
Below 60%	**F**

- A grade of incomplete **"I"** will only be given with the prior approval of the instructor and per college regulations.

Class Conduct & Courtesy:

During lectures: Students should be listening to the presentation or participating in group discussions when held. Students shall please refrain from having disruptive conversation, checking your email or web-browsing. These behaviors are distracting to others and to the instructor.

When visiting an open lab: As previously mentioned above, students must obtain a guest account for that day from the computer lab manager.

There will be open lab time in Shuhaw 1799 and 1751. A schedule will be posted on the doors to the labs. There may be lab seats available during other courses in progress. When desiring to occupy an empty station during a lecture, students should politely inquire with the instructor prior to just taking a seat. If a student shows up late and you are occupying their seat, you must vacate IMMEDIATELY. CESGT students will comport themselves per these course syllabus guidelines whenever using the computer labs.

No student is allowed to print or plot without permission during any lecture under any circumstances. This means when you are working during an open lab or have received permission to continue working quietly when an instructor may be lecturing.

Please consider that other students may have different study habits and priorities than you do so speak softly when conversing with fellow students. Avoid long and/or social dialog in the computer lab. Take such conversations outside. Remember you represent the CESGT Program especially when using the lab during other classes or during open lab hours.

ABSOLUTELY NO FOOD OR OPEN DRINKS ALLOWED IN CLASS or COMPUTER LABS!!!

When in these environments, try to remember that you represent the CESGT Program to others.

Cell Phones: Turn cell phone ringtones off (vibrate is ok) and if you must receive a call please **go outside** during your phone conversation.

The above disruptive behaviors during class **are grounds for being excused from class with a loss of that day's work**. Repeated events will result in disciplinary action via the Department Chair, Dean or Vice President of Academic Affairs.

This semester, I will be using the SRJC FILE DEPOT to distribute large files and to receive large files and assignments. This will keep my SRJC mailbox from over filling with large attachments (assignments). Certain files for distribution will be available in the File Depot (link below). Files that students will be instructed to send will be uploaded to the SRJC File Depot Dropbox (link below). Use of this site will be discussed at the first class meeting.

Link to File Depot: https://www2.santarosa.edu/file-depot/
Link to Dropbox: http://www2.santarosa.edu/file-depot/dropbox.php

Classroom Safety:

Students are expected to follow all posted and published SRJC classroom safety and courtesy rules during class or when working during open or available lab times.

Please familiarize yourselves with the emergency evacuation diagrams and instructions on the walls of Shuhaw 1751 and 1799.

Syllabus Purpose and Disclaimers:
This syllabus is an agreement. Continued participation in this course means that you, the student, agree to the policies and procedures outlined in this document. If some aspect or aspects of the syllabus are unclear to a student, it is their responsibility to inquire regarding that matter at the outset of the course.

This syllabus is intended to provide guidance as to in what will be expected during the semester and will be followed as closely as possible. However, the instructor reserves the right to modify, supplement or make changes as necessary for general course needs as the semester progresses.

Instructor Commentary:
The 1-year program moves along quickly. Please do not fall behind. Come see me with problems EARLY, don't wait. The spring semester courses take the Fall semester concepts and apply them as you would in the professional workplace.

The bulk of land surveying and mapping analysis is performed in your brain and subsequently implemented with technology. It cannot be emphasized how important it is to fully apply yourselves at every lesson opportunity. The lectures, labs and examinations in these courses are not easy. They are designed to orient and prepare students for the qualification and licensure exams. Please make the absolute best use of your time. Thank you and WELCOME.

Respectfully,
Reg Parks
SRJC E&AT CESGT Program