Hazard Community and Technical College
Course Syllabus

HEO 201 5001: Heavy Equipment Operation II (1106)
Summer/2019/M-R/8:00-3:30 /In-person/HEQ Room 201

Instructor Contact Information
Instructor Name/Title: Willie Cornett/Assistant Professor
Office Hours: Monday thru Thursday 3:300 a.m. / 4:00 p.m.
Office Location: HEQ, Room 201
Phone Number: 606-487-3328
Email Address: wcornett0004@kctcs.edu

Course Information
Course Description
Reinforces material first presented in HEO 151. Provides intermediate instruction for students in the operation of heavy equipment such as bulldozers, backhoes, front end loaders, graders, and scrapers. Explains intermediate techniques of operation such as digging, ditching, sloping, stripping, grading, backfilling, clearing fields, and foundation excavating.

Prerequisites
DIT 103

Start Date: 5-20-19
Last Date: 7-14-19

Textbook Information and Supplies
None

Course Competencies/Student Learning Outcomes

Upon completion of this course, the student can:
1. Identify and explain earthmoving terms and methods.
2. Describe how to safely set up and coordinate earthmoving operations.
3. Identify and explain earthmoving operations.
4. Identify and explain soil stabilization methods.
5. Identify the best equipment for performing a given earthmoving operation.
6. Lay out a basic earthmoving operation.
7. Define selected terms associated with plan reading, grade setting, and drainage.
8. State how cycle time affects scheduling of earthwork.
9. Describe proper practices for setting grades from a bench mark.
10. Describe proper practices for setting grades using a laser level or string.
11. Describe various methods for keeping construction sites well drained.
12. Describe the work required for the basic grading operations.
13. Describe proper practices for setting grades of a trench and drain pipe.
14. Interpret construction plans to determine grading requirements.
15. Describe the characteristics of different types of soils.
16. Explain the various engineering properties of soil.
17. State factors that affect soil density.
18. Discuss how soil factors affect equipment selection.
19. Describe wet digging techniques.
20. Discuss the complete pre-start inspections and pre-operational checks on all equipment in program.
21. Discuss the safe performance basic maneuvers with all equipment in program.
22. Discuss basic earthmoving operations

Course Structure, Evaluation, and Grading Methods
*Students enrolled in the Heavy Equipment program are required to achieve a minimum grade of “C” in the technical core and in those courses selected as technical electives.*
An average of exams, quizzes, final exam, daily assignments, class participation, safety, and work ethics will determine your grade for the semester.
You will be graded in both Lecture and lab classes.
Reading assignments must be done prior to each class meeting and be able to discuss in class.
Class participation is a requirement.
Review questions and practical applications must also be completed prior to class and kept in notebook.
*The instructor reserves the right to use attendance to decide grades.* Further, the instructor will penalize anyone guilty of any form of Academic dishonesty, including the possible assigning of a grade of “E” for the Course.

Grading Policy/Scale
Theory Grade will be generated from assigned chapters completed from textbook 25%
Live work in the field (job site) and attendance 50%
Final Exam 25%

Grading Scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>100 – 90</td>
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<tr>
<td>B</td>
<td>89 – 80</td>
</tr>
<tr>
<td>C</td>
<td>79 – 70</td>
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<tr>
<td>D</td>
<td>69 – 60</td>
</tr>
<tr>
<td>E</td>
<td>Below 60</td>
</tr>
</tbody>
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Class Policies/Procedures
Inclement Weather Class Policy/Procedure
During periods of inclement weather, HCTC will either open at 11:00 or be closed. On days that HCTC open at 11:00 a.m., all courses scheduled **BEFORE 11:00 a.m.,** will be **canceled.** Decisions regarding evening classes will be made by 4:00 p.m. Check local radio, TV stations, or the HCTC website for information.

General Class Make-up, Late Assignment Class Policy/Procedure
All make-up assignments will be at the discretion of the instructor. Students repeatedly missing class/exams/assignments will be denied the opportunity to make up and a 0 will be assigned for that grade.
**Attendance Class Policy/Procedure**

Students are expected to attend every class. Attendance is mandatory, the same expectations of a regular job setting. Students are Tardy if not in class at time the class is scheduled to begin. Failure to attend class will result in the loss of lab time and classroom instruction which will not be repeated.

Loss of lab time can/will be deducted from hands-on

Missed exams can only be made up with an excused absence and must be made up the following day a Learner returns to class.

Missed quizzes cannot be made up and a grade of (0) will be given for that quiz. It will be the responsibility of the Learner to get the instructional material they missed.

Records of attendance will be kept and placed in your file and used for assigning grades.

**Note – Excessive absence from class will not only affect your grade, but also affect work experience documentation.**

**Withdrawal Class Policy/Procedure**

A student may officially withdraw from any class up to and including the date of midterm with a W grade assigned to the student’s record.

**Accommodations Procedure**

HCTC recognizes that a disability may preclude a student from demonstrating required course competencies or from completing course requirements. In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any qualified student with disabilities may request appropriate course accommodations to ensure that full benefits are received and that the instructor is aware and can make the proper adjustments. Students are encouraged to meet with the Disability Services Representative to develop and complete an Accommodations Plan.

Julie Caudill, HCTC Disabilities Services Representative
Phone: 606-487-3486 and Email: jcaudill0129@kctcs.edu

**Appeals Process**

Always begin the informal process by talking to your instructor. If issues cannot be resolved, then talk with the Dean/Supervisor (see below for contact information) of the faculty member. For information about academic rights, academic offenses, and the student’s formal right to appeal, review the KCTCS Code of Student Conduct.

**Dean/Supervisor Contact Information**

Dean/Supervisor: Tony Back
Office Location: Devert Owens Room 112

Phone Number: 606-487-3302
Email Address: tony.back@kctcs.edu
Other Class Procedures and Information:

Dress Code:

Footwear: Closed toe shoes only. No open toed shoes (sandals) are allowed. Work boots are preferred.

Pants/Shorts: Due to the nature of construction work long pants are preferred. Shorts are allowed but should be appropriate for nature of work performed.

Shirts: Shirts are required at all times. No baggy, bulky, or dangly shirts allowed.

Housekeeping/Clean-up: *Daily* housekeeping is the responsibility of each student in Heavy Equipment Operation.

- Pop and candy wrappers are to be thrown in trash.
- Desks/tables cleaned off.
- Chairs arranged in order.
- Daily sweeping of floor of the equipment and keeping it free of obstructions.
- Aisles/exits clear of obstructions. Outside area of Lab kept clean.
- Work area and trainers kept clean, neat, and orderly.

Safety Inspection: **SAFETY** is everyone’s responsibility.

Students and instructor are required to conduct a monthly safety inspection of the Heavy Equipment classroom, equipment and lab facilities.

Any safety concern/observation is to be documented and corrections made.

Feedback and suggestions concerning safety are encouraged.

Outside classroom projects: Heavy Equipment students are sometimes asked to participate in college projects and or community service opportunities throughout their study.

Children in the Classroom: Children are not allowed in the Heavy Equipment classroom/Lab due to the many hazards that could lead to injury or possibly even death.

Also KCTCS does not cover children under their liability policy. However due to emergency situations if children are brought to class you (parent) will be responsible for child’s safety.

Cell Phone Use: Cell Phones are not permitted to be used during class or lab times.

This includes TEXTING as well.

Ringer is to be turned off prior to class time.

If you receive a CALL or TEXT that must be taken, this needs to be done outside the classroom.

Tobacco Use: Tobacco use of any kind is not allowed on HCTC campuses.

Emergency Instructor Absence:

When Instructor has an emergency situation that causes them to be late or have to miss class, HCTC will not cancel class for that day.

Students are to wait for HCTC personnel to inform them of the change for that day and proceed accordingly.

Additional Syllabus Information:

Academic Calendar: [https://hazard.kctcs.edu/education-training/academic-calendar/index.aspx](https://hazard.kctcs.edu/education-training/academic-calendar/index.aspx)

HCTC Syllabus Website: [https://hazard.kctcs.edu/current-students/academic-resources/syllabus_information.aspx](https://hazard.kctcs.edu/current-students/academic-resources/syllabus_information.aspx)

Student Code of Conduct: [https://kctcs.edu/current_students/code_of_student_conduct.aspx](https://kctcs.edu/current_students/code_of_student_conduct.aspx)
Heavy Equipment
Syllabi Agreement (Student Copy)

Course Name: ________________________HEO____________________

Course Number: ___________201__________________________

I Agree to the terms in the Heavy Equipment Syllabi and agree to the terms set forth in them.

Student: ____________________ Date: _________________

Instructor: __________________ Date: ________________