

**City University of Hong Kong  
Course Syllabus**

**offered by Department of Architecture and Civil Engineering  
with effect from Semester A 2022/23**

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**Part I Course Overview**

<b>Course Title:</b>	Professional Practice - Building Controls, Contract Administration and Ethics
<b>Course Code:</b>	CA5301
<b>Course Duration:</b>	1 Semester (Some courses offered in Summer Term may start a few weeks earlier than the normal University schedule. Please check the teaching schedules with CLs before registering for the courses.)
<b>Credit Units:</b>	3
<b>Level:</b>	P5
<b>Medium of Instruction:</b>	English
<b>Medium of Assessment:</b>	English
<b>Prerequisites:</b> <i>(Course Code and Title)</i>	Nil
<b>Precursors:</b> <i>(Course Code and Title)</i>	Nil
<b>Equivalent Courses:</b> <i>(Course Code and Title)</i>	Nil
<b>Exclusive Courses:</b> <i>(Course Code and Title)</i>	Nil

## Part II Course Details

### 1. Abstract

This course aims to provide students with a comprehensive understanding of key urban planning and building legislations, building contracts and professional ethics. Students are required to integrate and apply statutory and non-statutory controls relating to building projects. The course introduces various forms of construction contracts and tendering procedures in the construction industry. It also aims to arouse students' awareness of the profession's history and ethical issues.

### 2. Course Intended Learning Outcomes (CILOs)

(CILOs state what the student is expected to be able to do at the end of the course according to a given standard of performance.)

No.	CILOs	Weighting (if applicable)	Discovery-enriched curriculum related learning outcomes (please tick where appropriate)		
			A1	A2	A3
1.	Discover architectural practice as a profession including its history and obligations to society		✓		
2.	Develop students' awareness of professional ethics in architectural practice		✓		
3.	Explain the principles of building controls, and applications of key elements in statutory and non-statutory building-related legislations		✓	✓	
4.	Describe various forms of construction contracts and tendering procedures in the architectural projects and understand their applications		✓	✓	
		100%			

#### A1: Attitude

*Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.*

#### A2: Ability

*Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to self-life problems.*

#### A3: Accomplishments

*Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.*

### 3. Teaching and Learning Activities (TLAs)

(TLAs designed to facilitate students' achievement of the CILOs.)

TLA	Brief Description	CILO No.				Hours / week (if applicable)
		1	2	3	4	
Lectures	Knowledge related to Building Controls, Contract Administration and Ethics	✓	✓	✓	✓	
Tutorials	In-class discussions and activities on problems related to lecture themes	✓	✓	✓	✓	

Semester Hours:	3 hours per week
Lecture/Tutorial/Laboratory Mix:	Lecture (-); Tutorial (-); Laboratory (-)
	Mixed lectures and tutorial sessions

### 4. Assessment Tasks/Activities

(ATs are designed to assess how well the students achieve the CILOs.)

Assessment Tasks / Activities	CILO No.				Weighting	Remarks
	1	2	3	4		
Continuous Assessment: 100%						
Assignments	✓	✓	✓	✓	100%	
Examination: 0%						
					100%	

## 5. Assessment Rubrics

(Grading of student achievements is based on student performance in assessment tasks/activities with the following rubrics.)

### Applicable to students admitted in Semester A 2022/23 and thereafter

Assessment Task	Criterion	Excellent (A+, A, A-)	Good (B+, B)	Marginal (B-, C+, C)	Failure (F)
Assignments	CAPACITY to EXPLORE, INVESTIGATE and ORGANIZE knowledge about architectural profession, building controls and construction contracts and tendering procedures ABILITY to UNDERSTAND theories and knowledge related to architectural profession and ethics	High	Significant	Basic	Not even reaching marginal levels

### Applicable to students admitted before Semester A 2022/23

Assessment Task	Criterion	Excellent (A+, A, A-)	Good (B+, B, B-)	Fair (C+, C, C-)	Marginal (D)	Failure (F)
Assignments	CAPACITY to EXPLORE, INVESTIGATE and ORGANIZE knowledge about architectural profession, building controls and construction contracts and tendering procedures ABILITY to UNDERSTAND theories and knowledge related to architectural profession and ethics	High	Significant	Moderate	Basic	Not even reaching marginal levels

**Part III Other Information** (more details can be provided separately in the teaching plan)

**1. Keyword Syllabus**

*(An indication of the key topics of the course.)*

Architectural practice in Hong Kong; roles and duties of Architects; professional ethics; building control and legislations; building plans approval and Authorized Person system; various forms of construction contracts; tendering and award of construction contract; administration of construction contracts.

**2. Reading List**

**2.1 Compulsory Readings**

*(Compulsory readings can include books, book chapters, or journal/magazine articles. There are also collections of e-books, e-journals available from the CityU Library.)*

1.	Nil
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**2.2 Additional Readings**

*(Additional references for students to learn to expand their knowledge about the subject.)*

1.	Guide to architecture in Hong Kong/ chief editor, Wong Wah Sang; editor, Edwin Chan, Hong Kong: Pace Publishing Limited, 1998.
2.	The architecture students' handbook of professional practice/ the American Institute of Architects, Hoboken, N.J. : Wiley, 2009.
3.	Professional Practice 101: business strategies and case studies in architecture / Andrew Pressman, Hoboken, N.J. : Wiley 2006.
4.	Construction Law and Practice in Hong Kong - 3rd edition / Cheng T and Soo G, Sweet and Maxwell, 2014.
5.	Building Contract Procedures in Hong Kong / Martyn J. Hills, Longman, 2001.
6.	Planning Department, HKSAR (2000) Hong Kong Planning Standards and Guidelines.
7.	Town Planning Ordinance, Hong Kong Laws, Cap. 131.
8.	Buildings Ordinance and allied regulations, Hong Kong Laws, Cap. 123.
9.	Practice Notes to Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers, Building Department.
10.	HKIA Standard Form of Contract, Hong Kong Institute of Architects.
11.	The Code of Professional Conduct, Hong Kong Institute of Architects, 2008.