University of Maryland  
School of Architecture, Planning and Preservation  
Graduate Programs in Real Estate Development  

RDEV 688A Special Topics in Real Estate Development:  
Development Law, Process and Ethics  

Course Time:  Evenings: 7:00pm – 9:45 pm  
Classroom: TBD  
Required Textbooks:  
*Real Estate Law*, 8th ed. Robert A. Alberts  
*Barron’s Dictionary of Real Estate*  
*Ethics for the Real Estate Professional*, 3rd Edition Deborah H. Long  
*REIT Roadmap* by Stephanie M. Krewson  

Reference Books:  Do not purchase. Supplemental reading will be given to students.  
*Ethics in Real Estate* edited by: Stephen E. Roulac  
*Professional Real Estate Development*, 2nd Ed., Peiser and Frej,  
ISBN 0-87420-894-7  
*Urban Land Institute, 2003 - ISBN: 9780874208948*  
Miles, Berens & Weiss, Urban Land Institute, 2007  
ISBN: 978-0-87420-971-6  

I. Course Overview:  
The course is designed to acquaint students with an overview of the real estate development industry. It is also intended to develop a familiarity with the vocabulary and concepts of real estate law. In addition, the course will make clear the many areas of law that impact development and developers and prepare students to understand the basic elements of real estate law that will impact the development process. The course will also focus on ethics in real estate and how to understand the ethical decisions that should be made when negotiating a real estate development project.
II. **Course Objectives:**
1. To acquire an understanding of basic concepts in the following areas of law: real property, contracts, administrative law, corporate organizations, tax, land use and regulation and constitutional law.
2. To discuss and appreciate various ethical issues in real estate.
3. To enhance each student's analytical capability.
4. To use and develop critical business skills in oral and written communication:
5. To increase each student's presentation skills and assist with their ability to master standard business formats.

III. **Course Rules**

A. **Classroom Decorum**

- Photographs, video or audio recording of the class are not allowed.
- Cell phones are Required to be Turned Off during class.
- Computers, IPADS or electronic devices are not to be used during class.
- There is NO EATING allowed in class.
- No hats may be worn in class
- **Your Colvin Institute Name Tent MUST be displayed at all times**
- Business Posture and Comportment are expected at all times
- Be on Time and Do Not Walk in front of a Guest Speaker if you arrive late.

B. **Academic Integrity**

(1) *Generally.* Academic dishonesty is a corrosive force in the academic life of a university. It jeopardizes the quality of education and depreciates the genuine achievements of others. It is, without reservation, a responsibility of all members of the campus community to actively deter it. Apathy or acquiescence in the presence of academic dishonesty is not a neutral act. Histories of institutions demonstrate that a laissez-faire response will reinforce, perpetuate, and enlarge the scope of such misconduct. Institutional reputations for academic dishonesty are regrettable aspects of modern education. These reputations become self-fulfilling and grow, unless vigorously challenged by students and faculty alike.

All members of the University community-students, faculty, and staff-share the responsibility and authority to challenge and make known acts of apparent academic dishonesty.

(2) **Prohibited Acts.** Any of the following acts, when committed by a student, shall constitute academic dishonesty:

- **CHEATING:** intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
- **FABRICATION:** intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
- FACILITATING ACADEMIC DISHONESTY: intentionally or knowingly helping or attempting to help another to violate any provision of this Code.
- PLAGIARISM: intentionally or knowingly using the words or ideas, or paraphrasing the words or ideas of another as one’s own in any academic exercise. Someone, other than the student preparing or writing in whole or part and submitting as the student’s own work.

(3) The Code of Academic Integrity. The University of Maryland, College Park has a nationally recognized Code of Academic Integrity, administered by the Student Honor Council. Along with certain rights, students have the responsibility to behave honorably in an academic environment. Academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, and plagiarism, will not be tolerated.

The Code sets standards for academic integrity at Maryland for all undergraduate and graduate students. As a student you are responsible for upholding these standards for this course. It is very important for you to be aware of the consequences of cheating, fabrication, facilitation, and plagiarism. For group projects, if any, the boundaries for individual and group work will be provided prior to the beginning of the assignment. You should review carefully the information on the Code of Academic Integrity or the Student Honor Council at www.studenthonorcouncil.umd.edu/code.html.

(4) Student Honor Pledge: Each assignment and exam is assumed to include the following pledge: “I pledge on my honor that I have not given or received any unauthorized assistance on this assignment/examination.”

Failure to sign the pledge is not an honors offense, but neither is it a defense in case of violation of this Code. Students who do not sign the pledge will be given the opportunity to do so. Refusal to sign must be explained to the instructor. Signing or non-signing of the pledge will not be considered in grading or judicial procedures. Material submitted electronically should contain the pledge, submission implies signing the pledge.

C. Attendance

1) RDEV Courses. It is essential to the class, the professor and other students that you are in class for each scheduled session ON TIME, the ENTIRE TIME. Class participation by all students is the key to enhance the learning experience. If you expect to miss a class because of a religious holiday or illness, please contact the instructor as soon as possible prior to class. While attendance is not technically required, in fact for a graduate course in real estate where each class builds on the information of the prior class it is generally not possible to pass a course if you will miss more than two classes (the equivalent of 6 class periods.) To do well in this class you need
to have done your reading, your assignment, be working on your major project and be in class weekly. If you miss 3 classes, you should assume that you will get a poor to non-passing grade for the class and should contact the professor and the program director immediately.

2) The University policies on attendance are as follows:

A. University Attendance policy: Generally, the University policy excuses the absences of students for illness, religious observances, participation in University activities at the request of university authorities and compelling circumstances beyond the student's control. Students who miss a single class for a medical reason are not required to provide medical documentation, but students who are absent more than once are responsible for providing various forms of documentation, depending on the nature of the absence. For more information, see University Policy V-1.00G on Medically Necessary Absence.

B. Medically Necessary Absences. Students who miss a single class (lecture, recitation, or lab) for a medical reason must make a reasonable effort to contact their instructor in advance, and upon return to class, present the instructor with a self-signed note which acknowledges that the information provided is accurate. Faculty must accept this note; a student's failure to provide an accurate statement is a violation of the Honor Code. Any subsequent medical absence will require medical documentation.

C) Documentation. In the event a student is absent for a Major Grading Event as will be identified in the Course SCHEDULE. You must provide documentation of illness from a health care professional, as well as notify the instructor in advance.

D. Religious Observances. Students may be excused and make up major projects or exams for religious observances if the instructor is notified within the first two weeks of the semester that such an absence is necessitated.

The policy also requires that tests and major assignments will not be scheduled on certain holiday dates. Including Rosh Hashanah and Yom Kippur

E. Inclement Weather. Official closures and delays are announced on the campus website at umd.edu and snow phone line (301-405-SNOW), as well as on local radio and TV stations. Notification for cancellation of class for other reasons will be provided via email through blackboard.
D. Course Evaluations:

1. University Evaluations
You are responsible for submitting the formal University course evaluation for this course at CourseEvalUM in order to help faculty and administrators improve teaching and learning at Maryland. Please make a note now of the link at which you can access the submission system (www.courseevalum.umd.edu).

2. MRED Program Evaluations
You also will be asked to do a MRED Program evaluation for this course at one of the last sessions of the course. As a new program, the MRED program and its unique approach to real estate education is greatly assisted by your comprehensive responses, and particularly the open ended questions at the end of the Evaluation Form.

E. Accommodation for Students with Disabilities

Please notify the faculty advisor within the first week of the semester if you require accommodation due to a disability. The University’s Disability Support Service will make arrangements to provide an appropriate accommodation in response to the students need. See www. counseling.umd.edu/DSS/.

IV. LEARNING ASSESSMENT

A. Written Assignments (Dual Grading): Each assignment has two grades (dual grading): One for content (50% of the points) and one for Business Writing (50%) Papers will be graded in accordance with the business writing rubric on the last page of this document.

V. Grade Distribution - Grading is on a curve and distributed in the following areas:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Class Participation</td>
<td>5%</td>
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<tr>
<td>Homework and in Class Assignments</td>
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</tr>
<tr>
<td>(Homework (10 pt. each), Responsive Memo (50 pts. each), In-Class Quizzes (20 pts. each) and News Synopsis (20 pts.)</td>
<td>50%</td>
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<tr>
<td>Major Ethics in Real Estate Presentation (100 pts.)</td>
<td>10%</td>
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<tr>
<td>Mid-Term Exam (150 pts.)</td>
<td>15%</td>
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<tr>
<td>Final Exam (200 pts.)</td>
<td>20%</td>
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Unless otherwise indicated, grades will be issued from A+ to D- on a plus/minus basis, where all plusses and minuses contribute to your Grade Point Average, except for A+, all in accordance with University policy.

**Minimum Required Grading Standard** to Graduate with an MRED or Certificate You must have a 3.0 Grade Point Average in order to graduate and receive a diploma. You are not required to have a B or better in every course. If, for instance, you receive a B- in a course, you will need to achieve a B+ or better in a course to offset the B- which would bring down your GPA.

VI. **Assignments:**

A. Assignments will be made at least a week or more in advance, usually at the preceding class period and **always posted on the ELMS (Blackboard) site** for RDEV688A. You should check ELMS frequently for announcements of any changes in class, additional opportunities for extra credit, changes in the syllabus, and new readings posted.

B. Assignments must be submitted in class on the date due, **at the beginning of class!!!** No late assignments are accepted. If you will be absence, **your homework must be submitted via e-mail before the start of class to received credit.** For emergency situations, contact the instructor.

C. **All written assignments must be typed, proofread and delivered in a professional and business-like manner.** Your answers should progress logically from one thought or step to the next. They should be presented in the format required. Follow the directions and explain your reasoning and rationale. Details matter. Don’t just answer the question. Give examples from the text.

D. **Major Ethics in Real Estate Presentation:** Each student will be assigned to do their oral in class major ethics in real estate presentation and **must turn in their written report at the same time.** The oral presentation is a minimum of 5 minutes and a maximum of 7 minutes and the written paper must be 2-3 typed pages. The oral presentation will be graded based upon the oral presentation rubric below.
## ORAL PRESENTATION RUBRIC

<table>
<thead>
<tr>
<th>Name of Presentation</th>
<th>Grading Scale</th>
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<tbody>
<tr>
<td></td>
<td>Poor</td>
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### Structured Content
- Story Board – (beginning, middle, and end)
  i. Summarize what I will present
  ii. Present information
  iii. Summarize what I presented

### Simplicity
- The Rule of 3’s and 5’s
  i. 3 key points with 5 supporting points each, or
  ii. 5 key points with 3 supporting points each

### Personal Poise
- Effective body language (posture, gestures, movement, etc.)
- No verbal litter (ex. um, ah, like, so, etc.)

### Audience Engagement
- Dynamic/Energetic presentation
- Do not turn back to the audience
- Do not read from notes

### Visual Presentation
- PowerPoint 10/20/30 Rule
  i. 10 slides (maximum)
  ii. 20 words (maximum per slide)
  iii. 30 point font (minimum)
- No sentences
- Interesting images (not distracting)
VII. **News Synopsis:**

*Each week a student will be assigned to report in class on a real estate news report. A 1 - 2 page written News Synopsis must be submitted along with a 3 minute maximum oral presentation.*

IX. **Examinations:**

A. Exams are in-class. **PLEASE BE PREPARED BECAUSE THERE WILL BE A TEST DURING MOST CLASSES.**

B. In class tests may be a mix of true/false questions, vocabulary definitions and multiple choice questions, essays and short answers as appropriate to show mastery of the material.

XIII. **Course Structure**

The course will be conducted as a seminar. We will have a series of guest lectures, group exercises, as well as individual and team competition. This course will function primarily in a discussion format. The speaker’s schedule and readings are subject to change. When necessary or appropriate, the instructor reserves the option to change the scheduled speakers, class topics, assignments or homework due dates.

**Off Site Visit.** A class trip is required and will be scheduled at a future date to be determined. If you miss the class trip, you will receive zero points for this activity no exceptions. Students will be notified weeks in advance of the field trip.
## UNIVERSITY OF MARYLAND
### MASTER’S OF REAL ESTATE DEVELOPMENT
#### BUSINESS WRITING RUBRIC

<table>
<thead>
<tr>
<th>Written Deliverable</th>
<th>Grading Scale</th>
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<tbody>
<tr>
<td></td>
<td>Poor</td>
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<tr>
<td><strong>Concise</strong></td>
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<tr>
<td>Short sentences (avoid compound sentences). No repetition of words or points.</td>
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<tr>
<td><strong>Logical</strong></td>
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<tr>
<td>Points are logically connected and support a main point. Use of data and details are used in an organized format.</td>
<td>1</td>
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<tr>
<td><strong>Standard English Grammar</strong></td>
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<tr>
<td>Grammar and spelling. Correct punctuation and spacing.</td>
<td>1</td>
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<tr>
<td><strong>Business Formal</strong></td>
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<tr>
<td>No vernacular or slang. No flowery. No contractions. Good use of vocabulary, varied word choice. Avoid passive voice.</td>
<td>1</td>
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<tr>
<td><strong>Business Style</strong></td>
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<tr>
<td>1 inch margins. 12 point font (Arial, Calibri, or Times New Roman). Page numbers. Documenting sources and citations correctly.</td>
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<tr>
<td><strong>Organized with Introduction or Summary</strong></td>
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<tr>
<td>Section and subsection headers. Strong sentences (topic sentence, supporting details, closing sentence in each paragraph). Well written paragraphs (introductory paragraph, body paragraphs, concluding paragraph).</td>
<td>1</td>
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