

ENVT 140 Introduction to Petroleum Management

Number of credits: 3

Course Description: This course is an introduction to land administration concepts, terminology, and job responsibilities. Topics include land administration careers, land and mineral ownership in the U.S., leasing available minerals, land strategies, pooling, unitization, and drilling for oil and gas.

Pre-/Co-requisites: None

Course Objectives: It is expected that students will be able to

- Demonstrate an understanding of history of land & mineral ownership and ownership rights.
- Recognize various methods of describing tracts of land, and use the rectangular survey system for identifying tracts of land.
- Define the types of mineral ownership and terms related to mineral ownership.
- Calculate net mineral ownership.
- Demonstrate an understanding of basic geology, methods for locating oil and gas reservoirs, and drilling processes.
- Distinguish when specific clauses and terms are used in lease agreements.
- Define various types of leases, pooling, and unitization.

Instructor Bio: Seth Williams; Landman, teacher/trainer and Chief Executive Officer of STC, Inc. a sales, training and consulting company located in Centennial, Colorado, Seth has accomplished many things over his career. Among those is the founding of a multi-million dollar service and supply company; successfully initiated and negotiated contracts on behalf of major companies; successfully trained hundreds of students including land and land administration professionals, provided business consulting to small businesses and startup companies; designed highly profitable programs through marketing, training and partner relationships and guided leadership teams for multiple non-profit organizations.

Office: Online

Office Hours: Use the e-mail tool within the online course to communicate with the instructor. Course e-mail messages will be checked daily, Monday through Friday.

Phone: If you have a technical problem, contact the Distance Education office by calling 1-701-228-5479 or 1-888-918-5623 (toll-free) or the Moodle help desk: 1-866-940-0065.

Email: Use online course e-mail tool in Moodle.

Lecture/Lab Schedule: Online; assignments and assessments must be completed on or before due dates. Students may work ahead.

Textbook(s): Introduction to Petroleum Land Management; 2009 edition; Petroleum Education Workshops, LLC

A Comprehensive Study on the Oil & Gas Lease, Lease Obligations, & Lease Clauses; 2007 edition; Petroleum Education Workshops, LLC

Course Requirements:

Progress Checks: Each chapter will be followed by a graded progress check that can be completed multiple times. Only the best score will be used.

Learn the Terms Quizzes: Each section will have a graded quiz on the terms covered.

Weekly Assignments: Each section has an assignment or two relating to that weeks material.

Test: The course will have a final exam that covers essential course concepts.

Course Outline:

Week 1: Introduction & Chapter 1 – The Land

Week 2: Chapter 2 – Describing the Land

Week 3: Chapter 3 – Mineral Ownership & Chapter 4 – Calculating Net Mineral Ownership

Week 4: Chapter 5 – Searching for Oil and Gas

Week 5: Chapter 6 – Leasing the Available Minerals

Week 6: Chapter 7 – Pooling and Unitization

Week 7: Chapter 8 – Drilling for Oil and Gas

Week 8: Final Exam

General Education Goals/Objectives: N/A

Relationship to Campus Theme (Nature, Technology, & Beyond): This course requires the application of science, technology, and social sciences to perform business tasks.

Classroom Policies:

- Regular participation is expected. Students should commit a minimum of 6 hours per week to class activities.
- Learning activities and progress checks will occur in the Moodle learning system and require Internet connectivity.
- Progress Check quizzes can be taken multiple times to ensure understanding of the concepts. The highest score will be used. Each quiz must be completed on or before the due date.

Evaluation: Grades for the course are calculated by dividing the total points earned by the total points possible. Letter grades are assigned using the scale below.

A--90-100%

B--80-89%

C--70-79%

D--60-69%

F--59% or lower

The course will be evaluated with the following points system:

Total points for class (8 weeks) = 565

Assignments (12 @ 25 pts each) = 300

Weekly progress checks (8 @ 10-15 pts each)= 91

Weekly terms quizzes (7 @ 10-12 pts each) = 74

Final Exam = 100 pts

Academic Integrity: The academic community is operated on the basis of honesty, integrity and fair play. It is the expectation that all students, as members of the college community, adhere to the highest levels of academic integrity. This means that:

- Students are responsible for submitting their own work. Student work must not be plagiarized.
- Students must not work together on graded assignments without authorization from the instructor or get help from people, technological resources, textbooks, notes, etc. on examinations.

Disabilities and Special Needs: If you have a disability for which you need accommodation, contact the Learning Center to request disability support services: phone 701-228-5477 or toll-free 1-888-918-5623.