

LSC Use Only No:	LSC Action-Date:	UWUCC USE Only No.	UWUCC Action-Date:	Senate Action Date:
		04-466	Apr 3/22/05	Apr 4/26/05

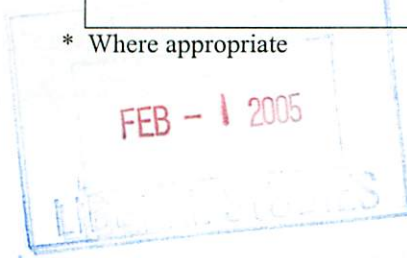
Curriculum Proposal Cover Sheet - University-Wide Undergraduate Curriculum Committee

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Proposing Department/Unit Safety Sciences Department	Phone 7-3017

Check all appropriate lines and complete information as requested. Use a separate cover sheet for each course proposal and for each program proposal.

1. Course Proposals (check all that apply)		
<input checked="" type="checkbox"/> New Course	<input type="checkbox"/> Course Prefix Change	<input type="checkbox"/> Course Deletion
<input type="checkbox"/> Course Revision	<input type="checkbox"/> Course Number and/or Title Change	<input type="checkbox"/> Catalog Description Change
<u>Current Course prefix, number and full title</u>		<u>Proposed course prefix, number and full title, if changing</u>
		SAFE 212 Hazard Prevention Management I
2. Additional Course Designations: check if appropriate		
<input type="checkbox"/> This course is also proposed as a Liberal Studies Course.	<input type="checkbox"/> Other: (e.g., Women's Studies, Pan-African)	
<input type="checkbox"/> This course is also proposed as an Honors College Course.		
3. Program Proposals		
<input type="checkbox"/> New Degree Program	<input type="checkbox"/> Program Title Change	<input type="checkbox"/> Other
<input type="checkbox"/> New Minor Program	<input type="checkbox"/> New Track	
<u>Current program name</u>		<u>Proposed program name, if changing</u>
4. Approvals		
Department Curriculum Committee Chair(s)	<i>Lon Ferguson</i>	1/12/05
Department Chair(s)	<i>Lon Ferguson</i>	1/21/05
College Curriculum Committee Chair	<i>Elizabeth Palmer</i>	1/28/05
College Dean	<i>Carleen P. Zoni</i>	2-1-05
Director of Liberal Studies *		
Director of Honors College *		
Provost *		
Additional signatures as appropriate:		
(include title)		
UWUCC Co-Chairs	<i>Gail Sechrest</i>	3-22-05

* Where appropriate



New Course Proposal:
SAFE 212 Hazard Prevention Management I

Part II. Description of Curricular Change

1. Syllabus of Record.

The new syllabus is attached in Appendix A.

2. Course Analysis Questionnaire

Section A: Details of the Course

A1 How does this course fit into the programs of the department? For which students is the course designed? Explain why this content cannot be incorporated into an existing course.

The department has always tried to provide our students both the technical skills in our profession as well as the management skills to manage safety, health and environmental activities. The primary course related to safety management has been SAFE 412 Hazard Prevention Management. The management aspects of our profession continue to grow. Unfortunately, we have not been able to adequately cover many safety management topics in this one course and they now are scattered piece meal through several other classes where the coverage is minimal. Adding SAFE 212 Hazard Prevention Management I will allow us to better cover safety management topics such as: safety professional ethics, legal aspects of safety, Product Safety Management, Fleet Safety Management, and OSHA Safety Management Program Elements. Many of these areas are required topics in our accreditation criteria and have been recommended by our alumni and advisory committee for expanded coverage.

A2 Does this course require changes in the content of existing courses or requirements for a program?

Yes, we will be updating and revising the objectives and content for SAFE 412 to eliminate unnecessary overlap with this safety management course.

A3 Has this course ever been offered at IUP on a trial basis ?

No, it has not been offered on a trial basis.

A4 Is this course to be a dual-level course?

No, this course will not be dual level.

A5 If this course may be taken for variable credit, what criteria will be used to relate the credit to the learning experience of each student?

This course will not be offered for variable credit.

A6 Do other higher education institutions currently offer this course?

Yes several other higher education institutions do offer a similar course.

Murray State University offers:

OSH 546 Fundamentals of Risk Control (3). An analysis of risk control as a component of risk management, the systematic process of managing an organization's risk exposures to achieve its business objectives in a manner consistent with public interest, human safety, environmental factors, and the law. Risk control consists of the administrative, procedural and engineering activities undertaken with the intent of preventing accidental or unplanned loss consistent with the organization's overall risk management plan. Prerequisite: OSH 192 and 287.

OSH 550 Safety and Health Program Management and Training (3). The concepts, relationships and principles of managing the occupational safety and health function and the development of training procedures and practices to integrate that function into the organization. Prerequisite: OSH 192 and 287.

Millersville University offers:

OSEH 220: 3 s.h. Legal Aspects of Safety and Hygiene
Legal issues relative to occupational safety and health. Includes federal and state legislation, legal obligations, product safety and professional liability. Offered periodically.

OSEH 410: 3 s.h. Safety and Hygiene Program Management
Principles and practices of occupational safety and hygiene management. Includes the development of corporate safety objectives, policy, program implementation and evaluation from a risk management perspective. Offered in fall, spring. Prereq: OSEH 120, 220 and 320 or permission of instructor.

Marshall University offers:

SFT 378 Safety Evaluation and Measurement (3 hrs)
Methodologies of safety performance and evaluation for accident prediction and control. (PR: SFT 235)

SFT 497 Occupational Safety and Health Programs (3 hrs)
Safety functions in industry. Principles of organization and application of safety programs. Prevention, correction and control methods are outlined and evaluated.

SFT 499 Occupational Safety Program Management (3 hrs)
A study of safety programs at the state and local levels including the administrative, instructional, and protective aspects of a comprehensive safety program in schools, occupations, home and public.

A7 Is the content, or are the skills, of the proposed course recommended or required by a professional society, accrediting authority, law or other external agency?

Yes, our accreditation criteria from the Applied Science Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET) requires the coverage of safety management, product safety and behavior based safety, see appendix C Safety Curriculum Criteria E-4 & 6 and F- 2.

Section B: Interdisciplinary Implications

B1 Will this course be taught by instructors from more than one department or team taught within the department?

This course will be taught by Safety Sciences Faculty only and it will not be team taught.

B2 What is the relationship between the content of this course and the content of courses offered by other departments?

The content of this course focuses on safety management with topics addressing specific management functions such as safety professional code of ethics, Product Safety, Fleet Safety, Worker's Compensation, safe behavior reinforcement, and OSHA/ANSI Safety Program Elements. We are not aware of any content overlap with courses offered by other departments.

B3 Will this course be cross-listed with other departments?

No, this course will not be cross listed with other departments.

B4 Will seats in this course be made available to students in the School of Continuing Education?

Yes, we will hold five seats for students in the School of Continuing Education.

Section C: Implementation

C1 Are faculty resources adequate?

Faculty resources are adequate to support this change to add this course with the following changes to our program and to course scheduling. In the past we have offered SAFE 301(3 workload hours), 303 (3 workload hours) and 402 (6 workload hours) every semester for a total of 24 workload hours each year. With the proposed curriculum changes to eliminate SAFE 301, 303, and 402 we will offer one section of SAFE 320 (9 workload hours) in the Spring and SAFE 420 (9 workload hours) in the Fall for a total of 18 workload hours each academic year. This will be a savings of 6 workload hours which will be used to support two new SAFE courses, this course as well as SAFE 220 both of which will only be offered once a year.

C2 What other resources will be needed to teach this course and how adequate are the current resources: Reply in terms of the following:

- Space: We will use the existing classrooms for this course.
- Equipment: Current audio visual equipment is adequate.

- Laboratory Supplies and other Consumable Goods: Not Applicable.
- Library materials: The existing library resources to teach safety management is adequate.
- Travel Funds: Existing travel funds to support this class are adequate.

C3 Are any of the resources for this course funded by a grant?

None of the resources for this course are funded by a grant.

C4 How frequently do you expect this course to be offered?

We plan to offer this course once every year during the spring semester.

C5 How many sections of this course do you anticipate offering in any single semester?

We plan to offer one section during the spring semester.

C6 How many students do you plan to accommodate in a section of this course? What is the justification for this planned number of students?

We can accommodate up to 40 students in this course. This limit is based on the seating capacity in our current classrooms in Johnson Hall.

C7 Does any professional society recommend enrollment limits or parameters for a course of this nature?

No professional societies recommend any enrollment limits.

C8 If this course is a distance education course, see the Implementation of Distance Educations Agreement and the Undergraduate Distance Education Review Form in Appendix D and respond to the questions listed.

This course is not a distance education course.

Section D: Miscellaneous

Include any additional information valuable to those reviewing this new course proposal.

Not applicable!

Part III. Letters of Support or Acknowledgement

This new course will not affect other departments; therefore letters of support were not obtained.

APPENDIX A: NEW SYLLABUS OF RECORD

I. Catalog Description

SAFE 212 Hazard Prevention Management I

3 class hours

0 lab hours

Prerequisites: SAFE 101

3 credit hours

(3c-01-3cr)

Designed to teach the fundamental concepts involved in the management of safety programs. Basic safety management terminology, safety professional code of ethics, fleet safety and product safety are discussed. The class will also discuss worker's compensation management as well as workplace violence. Development of safety programs to meet applicable standards such as OSHA, ANSI and ISO 14000 and 18001 will be stressed.

II. Course Objectives

The student will be able to:

- A. define the scope of the safety function in a typical business.
- B. identify the safety program elements recommended by both mandated as well as consensus standards.
- C. describe the elements involved in safety leadership and in the motivation of safe work behaviors
- D. map out cause and effect flowchart when given a description of an accident.
- E. apply risk management strategies to workplace exposures.
- F. identify core elements of the American Society of Safety Engineers' professional code of ethics
- G. describe the key elements in a fleet safety program, product safety program and a workplace violence program.

III. Course Outline

A. Concept of Total Loss Prevention

(9 Hours)

- Scope of loss prevention efforts
- Role of safety & health professionals
- Loss prevention as a management function
- Types of financial losses

B. Hazard Prevention Programming

(12 Hours)

- Professional code of ethics
- Policy statement
- Safety procedures
- Basic elements
- Models: OSHA, ANSI, ISO 14000
- Program evaluation

Midterm	(1 Hour)
C. Hazard Prevention Management	(10 Hours)
<ul style="list-style-type: none"> • Safety Leadership • Accident Investigation • Workplace Violence • Fleet Safety • Product Safety 	
F. The Role of Risk Management in Hazard Prevention	(10 Hours)
<ul style="list-style-type: none"> • Basic terminology • Workers compensation • Risk assessment • Risk strategies 	
Final Examination	(2 Hours)

IV. Evaluation Methods

The faculty person assigned to teach this course could be one of several faculty within the Safety Sciences Department. What follows is an example of the evaluation methods and weighting used for this course:

Your final grade in this class will be a compilation of the following:

A. Examinations	55%
B. Homework & Projects	30%
C. Course Portfolio	5%
D. Class Participation	10%

Examinations: The examinations will be short answer, multiple choice, true/false and matching with material coming from lecture notes, the text and handouts.

Homework & Projects: Homework and projects will include specific assignments related to material covered in the specific unit, many of which are case studies and small group projects involving safety management.

Course Portfolio: All students will be required to complete a course portfolio. The specific requirements for the portfolio will be provided during the first class meeting.

Class Participation: This includes but is not limited to individual participation in whole class and small group discussions and other brief class presentations.

V. Example Grading Scale

The following grading scale will be used to assign letter grades for this course:

A = 90 - 100%
B = 80 - 89%
C = 70 - 79%
D = 60 - 69%
F = Below 60%

VI. Course Attendance Policy

As student learning is enhanced by regular attendance and participation in class discussions, the instructor expects all students to attend class. The attendance policy of the instructor recognizes students need to miss class because of illness or personal injury.

VII. Required Textbooks

Reese, Charles. (2003). Occupational Health & Safety Management – A Practical Approach. Lewis Publishers, New York, NY.

VIII. Special Resource Requirements

None.

IX. Bibliography

Fanning, F. (1998). Basic Safety Administration: A Handbook for the New Safety Officer. Des Plaines, IL: American Society of Safety Engineers.

Gellar, S. (2002). The Participation Factor. Des Plaines, IL: American Society of Safety Engineers.

Hansen, M. (2002). Out of The Box--Skills for Developing Your Own Career Path. Des Plaines, IL: American Society of Safety Engineers.

Historical References

Anton, T. (1992). Occupational Safety & Health Management, Second Edition. New York, NY: McGraw-Hill.

Krause, Thomas R., et al. (1990). The Behavior-based Safety Process: Managing Involvement for an Injury-free Culture. New York, NY: Van Nostrand Reinhold.

Levitt, R. & Semelson, N. (1993). Construction Safety Management, Second Edition. New York, NY: McGraw-Hill.

Manuele, F. (1993). On the Practice of Safety. New York, NY: Van Nostrand Reinhold.

Pierce, F. David. (1995). Total Quality for Safety and Health Professionals. Rockville, MD: Government Institute, Inc.

Vincoli, J. (1994). Accident Investigation and Loss Control. New York, NY: Van Nostrand Reinhold.

Appendix B: Catalog Description

SAFE 212 Hazard Prevention Management I

3c-01-3cr

Prerequisites: SAFE 101

Designed to teach the fundamental concepts involved in the management of safety programs. Basic safety management terminology, safety professional code of ethics, and fleet safety are discussed. The class will also discuss risk management control strategies and worker's compensation management as well as workplace violence. Development of safety programs to meet applicable standards such as OSHA, ANSI and ISO 1400 and 18001 will be stressed.

Appendix C

ACCREDITATION CRITERIA 2003 Criteria for Accrediting Applied Science Programs

PROGRAM CRITERIA FOR SAFETY AND SIMILARLY NAMED APPLIED SCIENCE PROGRAMS

Lead Society: American Society of Safety Engineers

These program criteria apply to safety, occupational safety, industrial safety and similarly named applied science programs.

I. PROGRAM CRITERIA FOR BACCALAUREATE LEVEL PROGRAMS

Students

The quality and performance of the students and graduates is an important consideration in the evaluation of an academic safety program. The institution must evaluate and monitor students and alumni to determine its success in meeting program objectives.

Program Educational Objectives

Each safety program for which an institution seeks accreditation or reaccreditation shall have in place:

- a. detailed published educational objectives that are consistent with the mission of the institution and these criteria.
- b. a process based on the needs of the program's various constituencies in which the objectives are determined and periodically evaluated.
- c. a curriculum and process that ensures the achievement of these objectives.
- d. a system of ongoing evaluation that demonstrates achievement of these objectives and uses the results to improve the effectiveness of the program.

Program Outcomes and Assessment

Safety programs shall demonstrate that their graduates have:

- a. an ability to apply knowledge of mathematics and science
- b. an ability to analyze and interpret data
- c. an ability to anticipate, identify, and evaluate hazardous conditions and practices
- d. an ability to develop hazard control designs, methods, procedures and programs.
- e. an ability to function on multi-disciplinary teams
- f. an understanding of ethical and professional responsibility
- g. knowledge of contemporary issues within a global and societal context.

Each program must have an assessment process with documented results. Evidence must be given that the results are applied to the further development and improvement of the program. The assessment process must demonstrate that the outcomes important to the mission of the institution and the objectives of the program, including those listed above, are being measured. Evidence that may be used includes, but is not limited to, the following: student portfolios, including design projects; nationally normed subject content examinations; alumni surveys that document professional accomplishments and career development activities, employer surveys; and placement data of graduates.

The institution must have and enforce policies for the acceptance of transfer students and for the validation of credit courses taken elsewhere. The institution must also have and enforce procedures to assure that all students meet all program requirements.

Curriculum

- a. Graduates shall demonstrate proficiency in college algebra and statistics.
- b. Graduates shall demonstrate proficiency in the application of chemistry (including organic), physics, physiology, and biology as it pertains to the practice of safety.
- c. Graduates shall demonstrate proficiency in written composition and oral communications.
- d. Graduates shall demonstrate knowledge of the techniques, skills, and modern behavioral tools necessary for the practice of safety.
- e. Safety graduates shall demonstrate knowledge of:
 - 1. safety and health fundamentals
 - 2. industrial hygiene including toxicology
 - 3. systems safety and associated analytical techniques
 - 4. legal aspects of safety, health and environmental practice
 - 5. environmental aspects of safety and health
 - 6. product safety
 - 7. fire prevention and protection
 - 8. construction safety
 - 9. industrial or manufacturing processes
 - 10. applied mechanics for safety
- f. Safety graduates shall demonstrate competency in:
 - 1. laboratory techniques associated with industrial hygiene and basic sciences
 - 2. safety and health program management
 - 3. ergonomics
 - 4. accident/incident investigation and analysis
 - 5. the performance of education and training for safety
 - 6. fundamental exposure measurement techniques
 - 7. measurement of safety performance
- g. Students should be given the opportunity to apply principles of safety and health in a non-academic setting through an intern or cooperative work experience.