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97-16
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App. 4-14-98
Revised
Senate app. 5/5/98

CURRICULUM PROPOSAL COVER SHEET
University-Wide Undergraduate Curriculum Committee

I. CONTACT

Contact Person Dr. John Engler Phone 357-3018

Department Safety Sciences Department

II. PROPOSAL TYPE (Check All Appropriate Lines)

COURSE Right-To-Know
Suggested 20 character title

New Course* SA 465 Right-To-Know Legislation
Course Number and Full Title

_____ Course Revision _____
Course Number and Full Title

_____ Liberal Studies Approval+
for new or existing course _____
Course Number and Full Title

_____ Course Deletion _____
Course Number and Full Title

_____ Number and/or Title Change _____
Old Number and/or Full Old Title

_____ New Number and/or Full New Title

_____ Course or Catalog Description Change _____
Course Number and Full Title

_____ PROGRAM: _____ Major _____ Minor _____ Track

_____ New Program* _____
Program Name

_____ Program Revision* _____
Program Name

_____ Program Deletion* _____
Program Name

_____ Title Change _____
Old program name

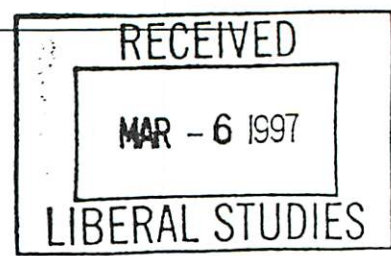
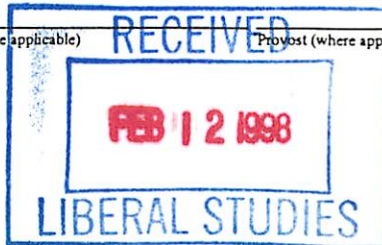
_____ New Program Name

III. Approvals (signatures and date)

Kathleen Higgins _____
Department Curriculum Committee Department Chair

Max E. Sweeney 2/6/97 _____
College Curriculum Committee College Dean

+Director or Liberal Studies (where applicable) RECEIVED Provost (where applicable)



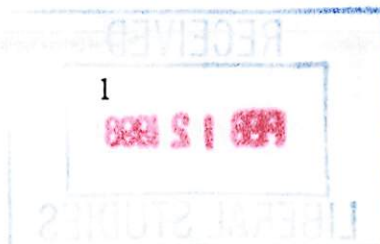
CATALOG DESCRIPTION

SA 465 Right-To-Know Legislation

3c-01-3sh

Prerequisites: SA 301, SA 311, permission of the instructor.

This course covers both the federal and selected state right-to-know laws and related legislation. The scope, application and enforcement of the various laws including specific legal and moral obligations are discussed. Strategies are explored and developed to identify the means by which employers can gain compliance with regulatory requirements.



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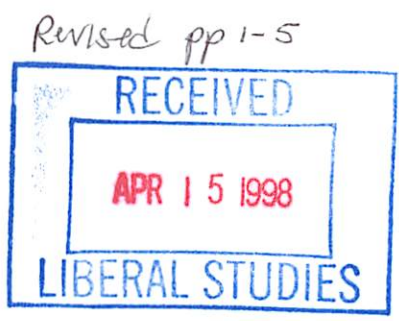
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COURSE SYLLABUS
SA 465 - Right To Know Legislation

3 credits
3 lecture hours
0 Lab hours

I. SA 465 Right To Know Legislation

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This course covers both the federal and selected state right-to-know laws and related legislation. The scope, application and enforcement of the various laws including specific legal and moral obligations are discussed. Strategies are explored and developed to identify the means by which employers can gain compliance with regulatory requirements.

II. Course Objectives

Upon completion of the course students will be able to:

- A. apply the OSHA Hazard Communication standard to facilitate compliance among affected employers.**
- B. apply the OSHA Occupational Exposure to Hazardous Chemicals in Laboratories standard to facilitate compliance among affected employers.**
- C. apply the OSHA standard which addresses Employee Access to Medical and Exposure Records to facilitate compliance among affected employers.**
- D. apply the PA Worker and Community Right-To-Know Act to facilitate compliance among affected employers.**
- E. apply the Superfund Amendments and Re-authorization act (SARA Title III) to facilitate compliance among affected employers.**

III. Detailed Course Outline

The over view of major course topics that follows.

- A. Introduction (2 hours)**
 - 1. History of Right-To-Know Legislation.**
 - 2. Pre-test (Assesses student's current knowledge)**
- B. OSHA Hazard Communication Standard (29 CFR 1910.1200) (18 hours)**

- 1. Hazard Communication Standard Requirements**
 - a. Label Assignment**
 - b. Material Safety Data Sheet Assignment**
 - c. Hazard Communication Program Assignment**

- 2. Compliance Strategies**
 - a. Private Sector Employers**
 - b. Laboratories**
 - c. Cargo Handlers, Trucking Terminals, etc.**
 - d. Construction Contractors**

- 3. OSHA Enforcement**
 - a. Procedures**
 - b. Citations/Penalties**
 - c. Compliance Assistance Programs**
 - d. Enforcement Assignment (in-class)**

- C. Occupational Exposure to Hazardous Chemicals in Laboratories (29 CFR 1910.1450) (2 hours)**
 - 1. Background/Introduction**
 - 2. 1910.1450 Requirements**
 - 3. Compliance Strategies**
 - 4. OSHA Enforcement**

- D. Access to Employee Medical and Exposure Records (29 CFR 1910.20) (2 hours)**
 - 1. Introduction**
 - 2. 1910.20 Requirements**
 - 3. Compliance Strategies**

- E. Title 34 - The Pennsylvania Worker and Community Right To Know Act (7 hours)**
 - 1. Introduction**

2. Title 34 Requirements
 3. Compliance Strategies
 - a. Hazardous Substance Survey Form Completion
 - b. Request for Information Form (review)
 4. Enforcement
- F. Superfund Amendments and Re-authorization Act (SARA Title III) (5 hours)
1. Introduction
 2. SARA III Requirements
 3. SARA III Compliance
 - a. Questions/Answers
 - b. Completion of Tier II form
 - c. PEMA Request for information (review)
- G. Training Presentations/Group Projects (6 hours)
1. Presentations by Graduate students (30 minutes each)

IV. Evaluation Methods

A. Required Course Assignments and Evaluation Criteria

Students are expected to complete each of the assignments described below.

1. At least three (3) examinations consisting of multiple choice, completion, true/false, and/or essay will be administered.
2. At least five (5) in-class and/or out-of-class assignments will be made throughout the semester. Announced or un-announced quizzes may also be used to evaluate a student's performance.

B. Grade Breakdown

Instructor evaluation of students, performance is weighted as follows:

	Tests	60%
	Out of Class Assignments and quizzes	40%
Grading Scale:		
	A	90.0% - 100%
	B	80.0% - 89.9%
	C	70.0% - 79.9%
	D	60.0% - 69.9%
	F	<60.0%

V. Required Textbooks

1. Course Packet entitled "SA 465/565 - Right to Know Legislation," Professor Engler.

This course packet will be available from either Kinko's or Pro-Packet Copy Service. The packet contains copies of the standards/regulations covered in the class, compliance directives from the enforcement agencies (where available), and in-class or out-of-class assignments. All literature contained in the packet is public domain information.

VI. Special Research Requirements

1. None

VII. Bibliography

Code of Federal Regulations 29 Part 1900 to 1910 (Section 1901.1 to 1910.999), Office of the Federal Register, U.S. Superintendent of Documents, Washington, D.C., 1992.

Code of Federal Regulations 29 Part 1910 (Section 1910.1000 to end), Office of the Federal Register, U.S. Superintendent of Documents, Washington, D.C., 1992.

Pennsylvania Code, Title 34. Department of Labor and Industry, Part XIII Worker and Community Right-To-Know Act Regulations, Commonwealth of Pennsylvania, Harrisburg, 1986.

Pennsylvania Right To Know and SARA TITLE III Compliance Materials for Employers - 1992, Department of Labor and Industry, Commonwealth of Pennsylvania, Harrisburg, 1992.

Pennsylvania Right To Know and SARA TITLE III Compliance Materials for Employers - 1992, Department of Labor and Industry, Commonwealth of Pennsylvania, Harrisburg, 1992.

COURSE ANALYSIS QUESTIONNAIRE

A. DETAILS OF THE COURSE

- A1 This course will be an elective for students seeking a Bachelor of Science degree in the Safety Sciences program. The course is not intended for inclusion in the Liberal Studies program.
- A2 This course does not require changes in any other courses or programs in the department.
- A3 This course has been offered as a dual-level, Special Topic three times. Past course offerings and enrollments are provided below:

<u>Semester</u>	<u>Undergraduate Enrollment</u>
Fall 1994	25
Fall 1993	24
Fall 1991	29

- A4 The course is intended to be offered as a dual-level course. The course was submitted to the University-Wide Graduate Curriculum Committee for approval during the Fall 1996 semester. The course has been offered as a dual-level course three times. Past graduate student enrollments are provided below:

<u>Semester</u>	<u>Graduate Enrollment</u>
Fall 1994	7
Fall 1993	15
Fall 1991	4

- A5 This course is not intended to be taken for variable credit.
- A6 At this time, similar courses do not appear to be available at other SSHE institutions (e.g. Millersville University) that offer safety degree programs accredited by the Accreditation Board for Engineering Technology (ABET). However, the need for such a course is both timely and necessary. Federal, state, and local governmental agencies require private manufacturing and non-manufacturing employers across the nation to comply with many of the safety regulations addressed in this course. Therefore, it is imperative that all safety practitioners have a fundamental, working knowledge of this subject matter. By providing a course of the type IUP's Safety Sciences program will continue to provide leadership in the area of safety education.
- A7 Currently, the American Society of Safety Engineers (ASSE) through the Accreditation Board for Engineering and Technology (ABET) does not require this course in its accreditation standards.

B. INTERDISCIPLINARY IMPLICATIONS

- B1 This course will be taught by one faculty member within the Safety Sciences Department.
- B2 This course does not overlap with any other courses at the University. Based upon telephone conversations with Dr. Robert Gaylor on April 15, 1996, it does not appear that the subject matter of this course overlaps with any of the course work currently being taught at the undergraduate or graduate level through the Industrial/Labor Relations Department.
- B3 One seat in the course will be reserved for a student in the School of Continuing Education.

C. IMPLEMENTATION

- C1 No new faculty are needed to teach this course. In the past three to six semester hours of safety elective coursework have been offered each semester. Since this course will be a safety elective, no special scheduling arrangements are required.
- C2 Other Resources
- a. Current space allocations are adequate to offer this course.
 - b. Library holdings are adequate.
- C3 No grant funds are associated with this course.
- C4 This course will be offered every other year during the Fall or Spring semesters. It may also be offered during the Summer session.
- C5 One section of the course will be offered at a time.
- C6 Twenty-five undergraduate students will be accommodated in this course. As a dual-level course up to ten graduate students will also be accommodated in this course. The nature of course projects and in-class assignments restricts enrollment to this number.
- C7 Enrollment limits are not recommended by the American Society of Safety Engineers (ASSE) through the Accreditation board of Engineering and Technology (ABET).

D. MISCELLANEOUS

No additional information is necessary.

WEEK

TOPICS/ACTIVITIES

READINGS

- Acquire/Develop Labels
 - discussion
 - Video (CHIT system)
 - label assignment/review
 - Prepare Written Program
 - discussion
 - HCP Program exercise
 - Conduct Employee Info and Training
 - discussion
 - Videos (training examples)
 - Hand out (Training Assignment/grade sheet
 - Update/Evaluate Program
- B. Laboratories
- C. Cargo Handlers, Trucking Terminals, etc.
- D. Contractors
 - discussion
 - slide presentation
-

IV. OSHA ENFORCEMENT

- 8
- A. Procedures
 - B. Citations/Penalties
 - C. Compliance Assistance
 - PA/OSHA Consultation Program
 - D. Learning Activity
 - OSHA Interpretation of HCS/Response to inquiries
- 23-103
- 9
- (Speaker —OSHA Compliance Officer)
or
Haz. Com. Coordinators/Safety Directors
-

<u>WEEK</u>	<u>TOPICS/ACTIVITIES</u>	<u>READINGS</u>
10	VI. <u>Occupational Exposure to Hazardous Chemicals in Laboratories</u> A. Introduction/Background B. Summary C. Requirements D. Enforcement VII. <u>Access to Medical & Exposure Records</u> A. Introduction B. Summary/Overview C. HCS & 1910.20	119-146
3/27/96	(Review and Mini-Exam II)	
11	VII. <u>Pa Worker and Community Right-to-Know</u> A. Title 34 - Summary/Review B. Title 34 - Regulation C. Title 34 - Compliance -HSSF Completion -SDLI Request for information (form completion) D. Title 34 - Enforcement	167 169-174 175-181 195-198 189-192 185-188
12	IX. <u>SARA Title III</u> A. SARA III - Introduction Summary B. SARA III - Community R-T-K and Small Business C. SARA III - Questions and Answers D. Learning Activity - Completion of Tier I and Tier II Forms - PEMA Request for information	201-210 201-210 211-225 226-236 243-258 237-240

13-14

X. Haz. COM. Training/Modules/Presentations

-Training is to be in accordance with the requirements of 1910.1200 (h)

- 30 minutes per student time limit including questions and training module effectiveness

Finals Week

Mini-Exam III

Grading

1. Mini-Exams

<u>Dates</u>	<u>Mini Exam</u>	<u>Points</u>
2/21/96	I	50-100
3/27/96	II	50-100
Finals Week	III	50-100

2. Exercises/Activities/Participation

*Label/Design and critique	20
*MSDS completion Exercise	20
*Haz. Com. Program and Evaluation Exercise	20
*HSSF completion	20
*I and Tier II Form Completion	20

3. Graduate Student Training Module/Presentation 50

TOTAL (Undergraduate) 250-400 points

Total (Graduate) 300-450 points

FINAL COURSE GRADES:

FINAL COURSE GRADES WILL BE DETERMINED USING A CURVE BASED IN PART ON THE CLASS AVERAGE CLASS PERFORMANCE ON THE MINI-EXAMS, EXERCISES/ACTIVITIES/PARTICIPATION COMPONENTS, AND THE TRAINING MODULE/PRESENTATION (FOR GRADUATE STUDENTS).

OFFICE HOURS:

To be announces next week.

Telephone: 412-357-3018 (Safety Sciences Department)

412-357-3271 (office)

412-465-9114 (NEETC)