

## Syllabus - Fall 2017

*The information on this syllabus is subject to change. For the most up-to-date syllabus, check this site on the first day of classes.*

### Program Information

This is a three-credit undergraduate level course. The course is one in a series of undergraduate courses in the Allied Health Sciences Occupational and Environmental Health and Safety (OEHS) concentration. It is also a required course in the 15-credit Post-baccalaureate Occupational Safety and Health (OSH) Certificate Program.

This course was developed by Mr. David Reed.

### Course and Instructor Information

**Course Title:** Health and Safety Standards in the Workplace  
**Credits:** 3  
**Format:** Online via [HuskyCT](#)

**Instructor:** [David Reed](#)

**E-mail:** [David.Reed@uconn.edu](mailto:David.Reed@uconn.edu) (On and after the first day of classes, students registered in the course should send messages to the instructor via HuskyCT *Messages* tool).

**Availability:** I check into the course frequently - certainly every 48 hours during the week, and usually more often. If there is to be an extended time I will be offline, I will let you know. If you need to discuss an issue with me individually, please use the *Messages* tool within HuskyCT.

## **Permission Requests:**

Students requesting permission to register for the course should contact the instructor. Include your PeopleSoft ID number and reason for requesting permission.

### **Course Description**

Knowledge and skills to anticipate, identify, and evaluate health and safety hazards; to apply applicable safety and health laws and regulations for regulatory compliance; and to develop appropriate controls to eliminate or reduce the risk for injury and illness of workers, or damage to property and/or the environment.

### **Course Materials**

#### **Required Course Resource:**

There is no textbook. All resources and references are provided through Internet links. You will need reliable access to the [Occupational Safety and Health Administration \(OSHA\) Web site](#) to successfully complete this course..

Additional course readings and media are also available within Husky CT, through either an Internet link or the Library Resource Tool (Electronic Course Reserve/ECR)

### **Course Requirements and Grading**

#### **Module Discussions**

All course discussions require both an initial post and at least one comment on one of your peer's initial postings. The comment must be meaningful and advance the topic. An appropriate comment expands the discussion, or presents a different point of view. Posts such as "I agree", or "Good Posting" will not receive credit.

Each discussion has its own specific point value that contributes to the overall final course grade. The point values for each discussion are identified along with instructions. Discussions are graded on the substance and completeness of your initial post, and how well your commentary advances the topic.

The deadline for initial posts and comments are listed in the *Calendar*. Generally, the initial post is due by midnight on the Saturday following the opening of the specific learning Module; responding comments are due by

midnight on the Tuesday following. The course late policy applies to discussion deadlines.

### **Current Events Exercises**

Throughout the course, news stories related to the course topics may be presented. You are asked to participate in these occasional discussions to earn full credit for the course points associated with these exercises. Points will be evenly distributed among the posted current events at the conclusion of the course.

### **Module Assignments**

Assignments are individual exercises. Each assignment has its own specific point value that contributes to the overall final course grade. The point values for each assignment are identified along with instructions. The course late policy applies to assignment deadlines.

### **Module Assessments**

There are individual assessments for each learning unit. You will only be allowed one attempt for each exam, and your earned score counts towards the exam component of the final course grade. You will be asked to retrieve information related to standards from OSHA's Web site.

### **Summary of Course Grading**

<b>Course Component</b>	<b>Points</b>	<b>Percentage of Final Grade</b>
<b>Module Discussions</b>	800	25%
<b>Current Events Discussions</b>	100	3%
<b>Module Assignments</b>	700	22%
<b>Module Assessments</b>	1300	41%
<b>Exams</b>	300	9%
<b>TOTAL</b>	3200	100%

The final course grading scale is as follows:

Grade	Letter Grade	GPA
93-100	A	4.0
90-92	A-	3.7
87-89	B+	3.3
83-86	B	3.0
80-82	B-	2.7
77-79	C+	2.3
73-76	C	2.0
70-72	C-	1.7
67-69	D+	1.3
63-66	D	1.0
60-62	D-	0.7
<60	F	0.0

### **Due Dates and Course Late Policy**

The *Calendar* tool in HuskyCT lists all due dates for the course. All course deadlines are based on Eastern Standard Time; if you are in a different time zone, please adjust your submittal times accordingly. *The instructor reserves the right to change dates accordingly as the semester progresses. All changes will be communicated in an appropriate manner*

I will accept late submissions without penalty if requests for extensions are received in advance of calendar due dates, and stated reasons for the requests are deemed acceptable by the instructor. Partial credit may be given (at the discretion of the instructor) for late submissions not previously approved. Late submissions will be graded as followed:

Course work submitted late, within 24 hours of the deadline, will be graded at 50% of its earned value. Work submitted later than 24 hours from the original deadline will not be accepted, unless prior permission from the instructor was granted. Use the *Messages* tool in HuskyCT to request prior permission and provide a reason.

### **Feedback and Grades**

I will make every effort to provide feedback and grades in a timely manner. To keep track of how you are progressing in the course, use the *MyGrades* tool in Husky CT. In addition, the *Assignment* and *Assessment* tools in HuskyCT have

their own grading feedback mechanisms, so check back on your individual submissions using those tools to view detailed feedback.

### **Course Objectives**

By the conclusion of this course, the student should be able to:

- Identify common safety and health hazards in various workplace settings.
- Interpret Occupational Safety and Health Administration (OSHA) regulations and standards.
- Relate OSHA regulations and standards to identified workplace safety and health hazards.
- Recommend controls to eliminate or reduce the risk of worker injury and illness, or damage to workplace property and/or the environment, and that comply with safety and health regulations and laws.

### **Course Outline**

Module 1 – Introducing Occupational Safety

Module 2 – The Occupational Safety & Health Act

Module 3 – 29 CFR 1926 Construction Standards – Fall Prevention

Module 4 – Construction Standards – Struck By, Caught in, Electrocution

Module 5 - 29 CFR 1910: Walking and Working Surfaces

Module 6 - 29 CFR 1910: Machine Guarding

Module 7 - 29 CFR 1910: Material Handling & Storage, Compressed Gas and Compressed Air Equipment

Module 8 - 29 CFR 1910: Fire Hazards

Module 9 - 29 CFR 1910: Combustible and Flammable Liquids

Module 10 - 29 CFR 1910: Electric Hazards

Module 11 -29 CFR 1910: Chemical Safety & PPE

Module 12 - 29 CFR 1910: Confined Spaces

Module 13 - 5(a)(1) Issues: Ergonomics, Workplace Violence

## **Student Responsibilities and Resources**

### **Student Code**

You are responsible for acting in accordance with the [University of Connecticut's Student Code](#). Review and become familiar with these expectations. In particular, make sure you have read the section that applies to you on Academic Integrity:

- [Academic Integrity in Undergraduate Education and Research](#)
- [Academic Integrity in Graduate Education and Research](#)

Cheating and plagiarism are taken very seriously at the University of Connecticut. As a student, it is your responsibility to avoid plagiarism. If you need more information about the subject of plagiarism, use the following resources:

- [Plagiarism: How to Recognize it and How to Avoid It](#)
- [University of Connecticut Libraries' Student Instruction](#) (includes research, citing and writing resources)

### **Copyright**

Copyrighted materials within the course are only for the use of students enrolled in the course for purposes associated with this course and may not be retained or further disseminated.

### **Netiquette and Communication**

At all times, course communication with fellow students and the instructor are to be professional and courteous. It is expected that you proofread all your written communication, including discussion posts, assignment submissions, and mail messages. If you are new to online learning or need a netiquette refresher, please look at this guide titled, [The Core Rules of Netiquette](#).

### **Adding or Dropping a Course**

If you should decide to add or drop a course, there are official procedures to follow:

- Matriculated students should add or drop a course through the [Student Administration System](#).

- Non-degree students should refer to [Non-Degree Add/Drop Information](#) located on the registrar's website.

You must officially drop a course to avoid receiving an "F" on your permanent transcript. Simply discontinuing class or informing the instructor you want to drop does not constitute an official drop of the course. For more information, refer to the:

- [Undergraduate Catalog](#)
- [Graduate Catalog](#)

### **Academic Calendar**

There are important dates and deadlines for each semester and session classes are offered:

- [Fall and Spring Semester](#)
- [Summer Session](#)
- [Winter Session](#)

### **Academic Support Resources**

[Technology and Academic Help](#) provides a guide to technical and academic assistance.

### **Students with Disabilities**

Students needing special accommodations should work with the University's [Center for Students with Disabilities \(CSD\)](#). You may contact CSD by calling (860) 486-2020 or by emailing [csd@uconn.edu](mailto:csd@uconn.edu). If your request for accommodation is approved, CSD will send an accommodation letter directly to your instructor(s) so that special arrangements can be made. (Note: Student requests for accommodation must be filed each semester.)

Blackboard measures and evaluates accessibility using two sets of standards: the WCAG 2.0 standards issued by the World Wide Web Consortium (W3C) and Section 508 of the Rehabilitation Act issued in the United States federal government.” (Retrieved March 24, 2013 from [Blackboard's website](#))

### **Policy against Discrimination, Harassment and Inappropriate Romantic Relationships**

The University is committed to maintaining an environment free of discrimination or discriminatory harassment directed toward any person or group within its community – students, employees, or visitors. Academic and professional excellence can flourish only when each member of our community is assured an atmosphere of mutual respect. All members of the University

community are responsible for the maintenance of an academic and work environment in which people are free to learn and work without fear of discrimination or discriminatory harassment. In addition, inappropriate Romantic relationships can undermine the University's mission when those in positions of authority abuse or appear to abuse their authority. To that end, and in accordance with federal and state law, the University prohibits discrimination and discriminatory harassment, as well as inappropriate Romantic relationships, and such behavior will be met with appropriate disciplinary action, up to and including dismissal from the University. Refer to the [Policy against Discrimination, Harassment and Inappropriate Romantic Relationships](#) for more information.

### **Sexual Assault Reporting Policy**

To protect the campus community, all non-confidential University employees (including faculty) are required to report assaults they witness or are told about to the [Office of Diversity & Equity](#) under the [Sexual Assault Response Policy](#). The University takes all reports with the utmost seriousness. Please be aware that while the information you provide will remain private, it will not be confidential and will be shared with University officials who can help. Refer to the [Sexual Assault Reporting Policy](#) for more information.

### **Software Requirements and Technical Help**

The technical requirements for this course include:

- Word processing software
- [Adobe Acrobat Reader](#)
- Internet access
- PowerPoint or PowerPoint viewer
- Video player such as Microsoft Media Player, RealMedia Player, etc.

### **Minimum Technical Skills**

To be successful in this course, you will need the following technical skills:

- Use electronic mail with attachments.
- Save files in commonly used word processing program formats.
- Copy and paste text, graphics or hyperlinks.
- Work within two or more browser windows simultaneously.
- Open and access PDF files.

## **Evaluation of the Course**

Students will be provided an opportunity to evaluate instruction in this course using the University's standard procedures, which are administered by the [Office of Institutional Research and Effectiveness](#) (OIRE).

Additional informal formative surveys may also be administered within the course as an optional evaluation tool.