TRIAL COURSE OR NEW COURSE PROPOSAL

SUBMITTED BY:
Department: Emergency Services: Fire Science
Prepared by: Tylan Martin
Email Contact: Tjmartin5@alaska.edu
College/School: CRCD/CTC
Phone: 907-347-8386
Faculty Contact: John George

1. ACTION DESIRED (CHECK ONE):
   Trial Course
   New Course X

2. COURSE IDENTIFICATION:
   Dept: FIRE
   Course #: F163
   No. of Credits: 2.0
   Justify upper/lower division status & number of credits: Basic entry level course fitting the curriculum for the AAS Wildland fire at the 100 level

3. PROPOSED COURSE TITLE:
   Wildland Fire Dispatch 1

4. To be CROSS LISTED?
   YES/NO
   No If yes, Dept: Course #
   (Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)

5. To be STACKED?
   YES/NO
   No If yes, Dept: Course #

6. FREQUENCY OF OFFERING:
   Spring, Odd Numbered Years
   Fall, Spring, Summer (Every, or Even-numbered Years, or Odd-numbered Years) — or As Demand Warrants

7. SEMESTER & YEAR OF FIRST OFFERING (AY2011-12 if approved by 3/1/2012; otherwise AY2012-13)
   Spring 2013

8. COURSE FORMAT:
   NOTE: Course hours may not be compressed into fewer than three days per credit. Any course compressed into fewer than six weeks must be approved by the college or school’s curriculum council. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.
   COURSE FORMAT:
   (check all that apply)
   1 2 3 4 5 X
   6 weeks to full semester
   OTHER FORMAT (specify)
   Mode of delivery (specify lecture, field trips, labs, etc) Lecture

9. CONTACT HOURS PER WEEK:
   2.0 LECTURE hours/weeks 0 LAB hours/week 0 PRACTICUM hours/week
   Note: # of credits are based on contact hours. 800 minutes of lecture=1 credit. 2400 minutes of lab in a science course=1 credit. 1600 minutes in non-science lab=1 credit. 2400-4800 minutes of practicum=1 credit. 2400-8000 minutes of internship=1 credit. This must match with the syllabus. See http://www.uaf.edu/ufg/faculty-senate/curriculum/course-degree-procedures/guidelines-for-computing/ for more information on number of credits.

   OTHER HOURS (specify type)
10. COMPLETE CATALOG DESCRIPTION including dept., number, title, credits, credit distribution, cross-listings and/or stacking (50 words or less if possible):

FIRE F163 Wildland fire Dispatch I

2.0 credits (2+0)

This course provides students with the skills to perform as a dispatch recorder. Topics include the structure of the expanded dispatch organization, description of resource ordering processes, and the importance of effective communication skills and working relationships. Additionally, the course provides a solid foundation on the use of Resource Ordering and Statusing System (ROSS), addressing the functions and capabilities of ROSS that will be used by most dispatchers. This is an interactive course that combines lecture and hands on practice in the application. This course is based on National Wildfire Coordinating Group (NWCG) courses.

NWGC Courses included: D-110 Expanded Dispatch Recorder
ROSS Dispatch – Basic

Offered Spring Odd-numbered Years

11. COURSE CLASSIFICATIONS: Undergraduate courses only. Consult with CLA Curriculum Council to apply S or H classification appropriately; otherwise leave fields blank.

H = Humanities
S = Social Sciences

Will this course be used to fulfill a requirement for the baccalaureate core? If YES, attach form.

YES: NO: X

IF YES, check which core requirements it could be used to fulfill:
O = Oral Intensive, Format 6
W = Writing Intensive, Format 7
Natural Science, Format 8

12. COURSE REPEATABILITY:

Is this course repeatable for credit? YES NO X

Justification: Indicate why the course can be repeated (for example, the course follows a different theme each time).

How many times may the course be repeated for credit?

If the course can be repeated for credit, what is the maximum number of credit hours that may be earned for this course?

If the course can be repeated with variable credit, what is the maximum number of credit hours that may be earned for this course?

0 TIMES
0 CREDITS

13. GRADING SYSTEM: Specify only one. Note: Later changing the grading system for a course constitutes a Major Course Change.

LETTER: X  PASS/FAIL:

RESTRICTIONS ON ENROLLMENT (if any)

14. PREREQUISITES

None

These will be required before the student is allowed to enroll in the course.

15. SPECIAL RESTRICTIONS, CONDITIONS

16. PROPOSED COURSE FEES

S 0

Has a memo been submitted through your dean to the Provost for fee approval? Yes/No
17. PREVIOUS HISTORY
Has the course been offered as special topics or trial course previously?
Yes/No
No
If yes, give semester, year, course #, etc.:

18. ESTIMATED IMPACT
WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.
No anticipated additional impact

19. LIBRARY COLLECTIONS
Have you contacted the library collection development officer (kjensen@alaska.edu, 474-6695) with regard to the adequacy of library/media collections, equipment, and services available for the proposed course? If so, give date of contact and resolution. If not, explain why not.
No [ ] Yes [x] No library resources required. Library was contacted on 3/7/2012

20. IMPACTS ON PROGRAMS/DEPTS
What programs/departments will be affected by this proposed action?
Include information on the Programs/Departments contacted (e.g., email, memo)
School of Management - Bachelors of Emergency Management

21. POSITIVE AND NEGATIVE IMPACTS
Please specify positive and negative impacts on other courses, programs and departments resulting from the proposed action.
Positive impact: Provides additional credit opportunity for students to meet the BEM requirement of 30 credits from an AAS Fire Science degree.
Negative impact: None anticipated

JUSTIFICATION FOR ACTION REQUESTED
The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. Use as much space as needed to fully justify the proposed course.

This course has been recommended by our wildland fire task force to meet the current industry needs for wildland fire. The course is composed of preexisting NWCG courses and realigns the degree and curriculum to match industry presentation methods.
APPROVALS: Add additional signature lines as needed.

Signature, Chair, Program/Department of: Purchasing Services and Public Safety  
Date 10/4/12

Signature, Chair, College/School Curriculum Council for: CTC  
Date 11-19-12

Signature, Dean, College/School of: CTC  
Date 11/19/12

Signature of Provost (if applicable)
Offerings above the level of approved programs must be approved in advance by the Provost.

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE

Signature, Chair  
Date

Faculty Senate Review Committee: ___Curriculum Review ___GAAC  
___Core Review ___SADAC

ADDITIONAL SIGNATURES: (As needed for cross-listing and/or stacking)

Signature, Chair, Program/Department of:  
Date

Signature, Chair, College/School Curriculum Council for:  
Date

Signature, Dean, College/School of:  
Date 12/3/12
University of Alaska Fairbanks
Community and Technical College
Emergency Services Program
FIRE 163 – Wildland Fire Dispatch I
2.0 (2+0) Credits
Course Syllabus

Course Description:

This course provides students with the skills to perform as a dispatch recorder. Topics include the structure of the expanded dispatch organization, description of resource ordering processes, and the importance of effective communication skills and working relationships. Additionally, the course provides a solid foundation on the use of Resource Ordering and Statusing System (ROSS), addressing the functions and capabilities of ROSS that will be used by most dispatchers. This is an interactive course that combines lecture and hands-on practice in the application. This course is based on National Wildfire Coordinating Group (NWCG) courses.

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ROSS Dispatch – Basic

Offered Spring Odd-numbered Years

Course Goals:

Successful course completion combined with national age, physical fitness and appropriate experience requirements as administered by a federal or state wildland fire agency will qualify the student for interagency fire qualification certifications.

Prerequisites:

None

Student Learning Outcomes:

The successful student will be able to:

- Describe the purpose and structure of expanded dispatch.
- Describe the role and responsibilities of the expanded dispatch recorder.
- Demonstrate how to mobilize and demobilize incident resources using established dispatch ordering channels and resource order forms.
- Describe how to communicate effectively and foster positive interpersonal working relationships.
- Use ROSS to perform the following:
  - Request resources
Place requests
Fill requests
Status requests and resources

Methods:

The course is primarily lecture and hands on applications in the Computer Lab. Group discussion is strongly encouraged. Lectures will be aided by demonstrations and exercises. Homework assignments, periodic quizzes and unit finals will document student progress.

Instructor Qualifications:

Lead instructor must be a NWCG qualified expanded dispatch support dispatcher, be a well experienced ROSS user.
Unit instructors must be NWCG qualified expanded dispatch recorders.

Location and Meeting Times:

Room X, University Park Center, 1000 University Avenue
Date 1 through Date 2, Day of the week(s), Start Time – End Time

Grading Policy:

<table>
<thead>
<tr>
<th>Average Score</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 and above</td>
<td>A</td>
</tr>
<tr>
<td>80 to 89.99</td>
<td>B</td>
</tr>
<tr>
<td>70 to 79.99</td>
<td>C</td>
</tr>
<tr>
<td>60 to 69.99</td>
<td>D</td>
</tr>
<tr>
<td>0 to 59.99</td>
<td>F</td>
</tr>
</tbody>
</table>

Attendance and Participation: 20%
Homework and Quizzes: 40%
Examinations: 40%

Policies:

Attendance is required at all sessions with individual participation expected. Homework is due on specified dates. Late work will be accepted with penalty. Individual needs may be discussed. Academic integrity is expected and plagiarism is unacceptable.

UAF Honor Code

The public holds emergency services personnel accountable to the highest standards of ethics. The credibility of our degree program requires that we meet those expectations in every way possible. As a UAF student, you are subject to the Honor Code. The University assumes that the integrity of each student and the student body
as a whole will be upheld. Honesty is a primary responsibility of you and every other UAF student. It is your responsibility to help maintain the integrity of the student community including the reporting any observed violations to the Instructor or Program Coordinator. UAF’s Honor Code is as follows:

1. Students will not collaborate on any quizzes, in-class exams, or take-home assignments that will contribute to their grade in a course, unless permission is granted by the course instructor. Only those materials permitted by the instructor may be used to assist in quizzes and exams. The use of study groups is encouraged.

2. Students will not represent the work of others as their own. A student will attribute the source of information not original with himself or herself (direct quotes or paraphrases) in compositions, theses and other reports. (Specifically prohibited for this course are reports composed by other students from previous course offerings and any Internet sources.)

3. No work submitted for one course may be submitted for credit in another course without the explicit approval of both instructors. Students may use the same report topic and references from other courses if the Instructor is provided with a graded copy of any similar submissions to show that an identical report has not been submitted for credit twice.

Violations of the Honor Code will result in a failing grade for the assignment and for the course in which the violation occurred. Violations of the Honor Code may result in suspension or expulsion.

Disability Services:

The Office of Disability Services implements the Americans with Disability Act (ADA), and insures that UAF students have equal access to the campus and course materials. Your instructor will work with the Office of Disabilities Services (208 WHIT, 474-5655) to provide reasonable accommodation to student with disabilities.

Student Texts and Supplies:

NFES 002982 D-110 Student Workbook
ROSS Student Unit Workbooks

Suggested Readings:

NFES 000065 Fireline Handbook, PMS 410-1
NFES 001077 Incident Response Pocket Guide, PMS 461
NFES 002724 Interagency Standards for Fire and Fire Aviation Operations
NFES 002433 ICS Position Descriptions and Responsibilities, PMS 203

There may also be assigned readings from the internet and class handouts.
Students should come to class prepared for discussion and note taking.

**Course Calendar** with Readings and Work Assignments:  
(Subject to variation as the class progresses.)

**Session 1**
0800-0900  Unit 0 – Introduction
0900-1100  Unit 1 – Common Responsibilities and Procedures
1100-1230  Unit 2 – Aircraft
1230-1330  Lunch
1330-1600  Unit 3 – Crews

**Session 2**
0800-1030  Unit 4 – Overhead
1030-1200  Unit 5 – Simulation 1
1200-1300  Lunch
1300-1400  Unit 5 – Simulation 1 (continued)
1400-1700  Unit 6 - Supplies

**Session 3**
0800-0900  Unit 7 – Equipment
0900-1200  Unit 8 – Simulation 2
1200-1300  Lunch
1300-1600  Unit 9 – Simulation 3
1600-1700  Unit 10 - Demobilization

**Session 4**
0800-1100  Unit 11 – Simulation 4
1100-1130  Unit 12 – Intelligence/Predictive Services
1130-1230  Lunch
1230-1600  Final

**Schedule for 30 hours**

**Instructors:**
Instructor #1 Name

Contact Information:
e-mail
Office
Home
Cell

Instructor #2 Name

Contact Information:
email:
Office
Home
Cell