Submit original with signatures + 1 copy + electronic copy to Faculty Senate (Box 7500).

See *http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/* for a complete description of the rules governing curriculum & course changes.

TRIAL COURSE OR NEW COURSE PROPOSAL

SUBMITTED BY:

Department	Homeland Security and Emergency Management	College/School	School of Management
Prepared by	Cameron Carlson	Phone	Ext 6537
Email Contact	cdcarlson@alaska.edu	Faculty Contact	Cameron Carlson

1. ACTION DESIRED

(CHECK ONE):

Trial Course		New Course	XX

2. COURSE IDENTIFICATION:

Dept	HSEM	Course #	F220	No. of Credits	3

Justify upper/lower division status & number of credits:	Material is at the entry Level and will be offered in a HSEM certificate

3. PROPOSED COURSE TITLE: Introduction to Emergency Management

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: As Demand Warrants

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)

AY 2014-2015 to be scheduled

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	XX	6 weeks to full semester
OTHER FORMAT (specify)												
Mode of delivery (specify lecture, field trips, labs, etc)	Lecture											

9. CONTACT HOURS PER WEEK:	**3**	LECTURE hours/weeks		LAB hours /week		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/uafgov/faculty-senate/curriculum/course-degree-procedures-/guidelines-for-computing-/ for more information on number of credits.

OTHER HOURS (specify type)	**N/A**

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

> **HSEM F220 - Introduction to Emergency Management 3 cr**
> This course will introduce students to the vocabulary and core components of Emergency Management. The importance of this growing field will be discussed. The field is changing rapidly as a result of in increase in frequency, complexity, and severity of man-made, natural, and technological disasters. Historical events that have changed the nature of the field will be examined, and students will be introduced to the leadership and management roles that have emerged as a result of these events taking place. **(3+0+0)**

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

If the course can be repeated with <u>variable</u> credit, what is the maximum number of credit hours that may be earned for this course?		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 | N/A

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

15. SPECIAL RESTRICTIONS, CONDITIONS | N/A

16. PROPOSED COURSE FEES | N/A

Has a memo been submitted through your dean to the Provost for fee approval?
Yes/No | N/A

17. PREVIOUS HISTORY

Has the course been offered as special topics or trial course previously?
Yes/No | N

If yes, give semester, year, course #, etc.:

18. ESTIMATED IMPACT
WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.

Current adjunct faculty will be sufficient to teach the course. Classroom space will have to be scheduled but this course is likely to be taught in rotation with other HSEM courses.

19. LIBRARY COLLECTIONS
Have you contacted the library collection development officer (kljensen@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 | X | Yes | | **No outside Materials Required**

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)

None

21. POSITIVE AND NEGATIVE IMPACTS
Please specify **positive and negative** impacts on other courses, programs and departments resulting from the proposed action.

This course helps build the HSEM undergraduate program. There is no negative impact on other courses, programs and departments and positive impacts on the HSEM program and students looking for lower division coursework in the field.
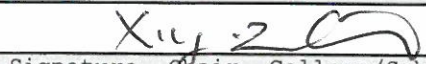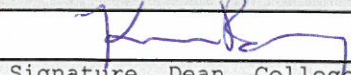
JUSTIFICATION FOR ACTION REQUESTED
The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. Use as much space as needed to fully justify the proposed course.
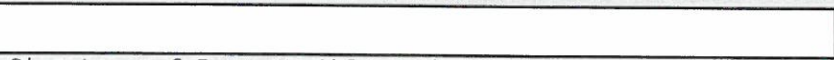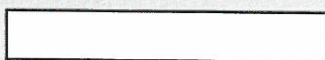
This course fills a need in the first year of the HSEM program

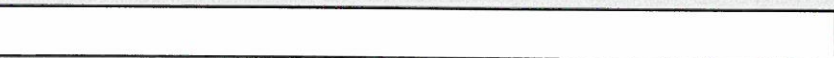**APPROVALS:** Add additional signature lines as needed.

	Date	1 May 2014
Signature, Chair, Program/Department of: HSEM		

	Date	5/2/14
Signature, Chair, College/School Curriculum Council for:		

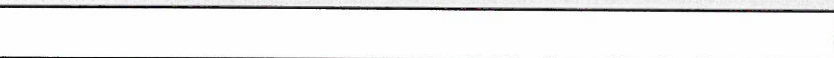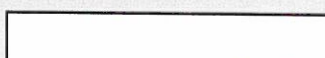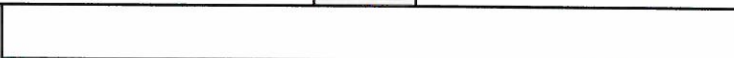|	Date	5/1/14
Signature, Dean, College/School of: SOM		

	Date	
Signature of Provost (if applicable)		

Offerings above the level of approved programs must be approved in advance by the Provost.
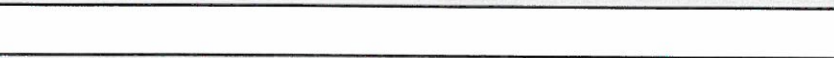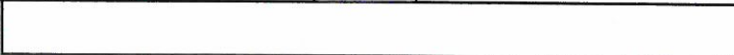
ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE

	Date	
Signature, Chair Faculty Senate Review Committee: ___Curriculum Review ___GAAC		
___Core Review ___SADAC		

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

	Date	
Signature, Chair, Program/Department of:		

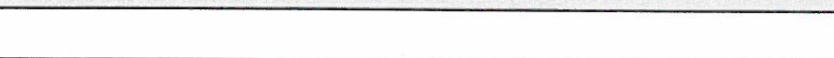|	Date	
Signature, Chair, College/School Curriculum Council for:		

	Date	
Signature, Dean, College/School of:		

Introduction to Emergency Management
HSEM F220
3 credits

Instructor Information:

Fall Semester 2014
Instructor: Cameron Carlson
Office hours: Tue - Thur 1000-1200 (or by appointment)
Office Location: Bunnell 209
Telephone: (907) 474-6537
E-mail: cdcarlson@alaska.edu

Course Description:

This course will introduce students to the vocabulary and core components of Emergency Management. We will discuss the importance of this growing field that is changing rapidly as a result of in increase in frequency, complexity, and severity of man-made, natural, and technolgical disasters. We will examine historical events that have changed the nature of the field, and introduce students to the leadership and management roles that have emerged as a result of these events taking place.

Course Objectives:

> Understand the roles of government agencies in emergency management
> Describe the basic types of hazards and their potential consequences to the U.S.
> Demonstrate knowledge of effective emergency management organizations (both public and private)
> Explore the history of the field and comprehend how past events have helped shape the field.
> Understand how to react effectively to natural, man-made, and technological threats.
> Study the impacts that government intervention and assistance has on communities following events that warrant emergency management.
> Describe the basic concepts of the emergency management cycle (mitigation, preparedness, response, and recovery)

Course Materials:

Lindell, Michael; Prater, Carla; Perry, Ronald. Introduction to Emergency Management. Hoboken, New Jersey: Wiley, 2007. ISBN #978-0-471-77260-6.

Description of Instructional Methods:

The course will delivered through an in class (resident) and distance virtual classroom utilizing both blackboard and Adobe Connect. The hybrid class will utilize facilitated discussions, assignments, case studies, and independent research. A mid-term and final exam will be provided. Additionally, each student will be required to write a research paper and develop a case study relevant to the study of emergency management as a field. Students are also responsible for the listed reading assignments.

Technical Requirements:

This course requires a computer with internet access. Activating a Voice Thread account will also be a requirement (as a presentation tool) for multiple projects throughout the semester. Lastly, students should ensure they have access to their UA email accounts and a Power Point viewer.

Evaluation:

There will be a mid-term and a final exam given during this course. Additionally, each student will be required to submit a written project (term paper) that critiques a case study relevant to the study of emergency management as a field. Students are also responsible for the listed reading assignments as well as any in-class assignments. Additionally, students are required to attend all classes. If absences become unavoidable due to employment requirements or other reasons, please notify the instructor prior to class. Class participation is mandatory and will be graded.

Grading:

Midterm exam-	150 points (50 questions/3 points each)
Final exam-	150 points (50 questions/3 points each)
Term Paper-	100 points
Participation-	50 points
Attendance-	50 points
Total-	500 points

A= 90-100%
B= 80-89%
C= 70-79%
D= 60-69%
F= 59 % or less

Course Policies:

Students are expected to remain up to date with the scheduled lesson plans on a weekly basis. Students will be penalized for the late submission of class assignments or should they fall behind by more than two weeks (outside of emergency or mutually agreed upon circumstances). Students are expected to observe academic honesty. Dishonest practices including giving or receiving assistance in any manner or form during an examination, unauthorized possession of exam questions, and plagiarism (willfully presenting another person's writings, opinions or thoughts as one's own, without proper credit and documentation) will not be tolerated. Violations of the UAF Student Code of Conduct will be referred to the appropriate authority for possible disciplinary actions including removal of violator from this course.

Support Services:

Students are encouraged to utilize the UAF Writing Center in 801 Gruening (Phone # 474-5314) as needed to assist in the development and refinement of their written products. Please contact me as required should you need to contact other subject matter support services relevant to the development of your leadership or class projects/topics.

Students with Disabilities:

Students with learning or other disabilities who may need classroom accommodations are encouraged to make an appointment with the Office of Disability Services (Phone # 474-7043). Please inform me of your needs and if I need to meet with the Office of Disability Services to provide the appropriate accommodations and supports to assist you in meeting the goals of the course.

Class Schedule:

Week 1:	Course Introduction Chapter 1 - Introduction to Emergency Management
Week 2:	Chapter 2 - Emergency Management Stakeholders
Week 3:	Chapter 3 - Building an Effective Emergency Management Organization Assign Term Paper
Week 4:	Chapter 4 - Risk Perception and Communication
Week 5:	Chapter 5 - Principal Hazards in the United States
Week 6:	Chapter 6 – Hazard, Vulnerability, and Risk Analysis
Week 7:	Chapter 7 – Hazard Mitigation
Week 8:	**Mid-Term Exam**

Week 9:   Chapter 9 – Preparedness for Emergency Response and Disaster Recovery

Week 10:   Chapter 10 – Organizational Emergency Response

Week 11:   Chapter 11 – Disaster Recovery

Week 12:   Chapter 12 – Evaluation

Week 13:   Chapter 13 – International Emergency Management
                 Term Papers Due

Week 14:   Chapter 14 – Professional Accountability
                 Chapter 15 – Future Directions in Emergency Management
                 Final Exam

Week 15:   Exam Review